

TWICE AMENDED ADAMS COUNTY BOARD OF SUPERVISORS MEETING
 Adams County Board Room, June 18, 2013 6:00 p.m.

1. Call to Order by the Chairman
2. Was the meeting properly announced?
3. Moment of Silence
4. Pledge of Allegiance
5. Roll Call
6. Approve Agenda
7. Approval of May 21, 2013 minutes
8. Public Participation
9. Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims: Djumadi, Edwards, Eggebrecht, Gatterman, James and Johnson (Gilner excused).
10. **Claims:** None
11. **Correspondence:** Letter from Jim Murphy in regards to Petenwell County Park expansion project
12. **Appointments:**
13. **Unfinished Business:** Res. #38-2013- To authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for ~~\$83,103.80~~ \$83,092.10 from the WDNR Lake Protection Grant Program for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed which will reduce nutrients entering into the Tri-Lakes.
 Res. #41-2013- To encourage the WDNR to provide a more complete and accurate method of determining high capacity well permits in a manner that will protect Wisconsin's surface and/or ground waters for the use of all.
 Res. #43-2013- To amend the Adams County Employee Handbook as follows: Chapter 1, Section 1.04 and add 1.07 – Position Categories
14. **Reports and Presentations:**
 - A. Miscellaneous:
 - Administrative Coordinator/Director of Finance report
 - Daric Smith, RIDC
 - K9 Presentation Sheriff's Department
 - Presentation from Circuit Court and Clerk of Courts
 - Presentation by Highway Department

15. Review Committee Minutes			
Admin & Fin 5/13 Airport 5/13 CWCAC 4/26 County Board 5/21	Ethics 2/18, 3/11 Executive 4/9, 5/14 H&HS 5/10 Highway 5/9, 5/21	Land & Water 5/13, 5/21 Landfill 12/17/12, 5/20 Library 4/29 P & Z 5/1	PS&J 5/8 Surveyor 5/2013 UW Ext 2/12, 5/14

16. **Resolutions:**
 - Res. #46:** To Renew the Agreement with the Village of Plover as the backup facility for the disposal of liquid waste (leachate) accumulated at the Adams County Sanitary landfill facility.
 - Res. #47:** To create Two (2) Intern positions in the Land and Water Conservation Department (LWCD) for the purpose of completing an inventory on a portion of the Big Roche-a-Cri (BRC) Creek.
 - Res. #48:** To Approve Amendments to the Ethics Inquiry Committee Section of the Adams County Board Rules
 - Res. #49:** To Oppose Assembly Bill 85 and Senate Bill 95
 - Res. #50:** To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$2,775,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural

Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from 18th Lane to Wood Road.

Res. #51: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$3,836,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from Wood Road to Alpine Drive.

Res. #52: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$3,010,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from Alpine Drive to Wood County line.

Res. #53-2013: To attend Out of State Training Regarding Disaster Behavioral Health: Facilitating a Psychologically Supportive Response to a Disaster Training.

Res.#54: RESOLUTION AUTHORIZING AND AWARDING THE SALE OF \$3,670,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013A

17. **Ordinances:** None
18. **Denials:** None
19. **Petition:** None
20. Approve Claims
21. Approve Per Diem and Mileage
22. Motion for County Clerk to correct errors
23. Set next meeting date
24. Adjournment

RESOLUTION NO. 54-2013

RESOLUTION AUTHORIZING AND AWARDING THE SALE OF
\$3,670,000 GENERAL OBLIGATION REFUNDING BONDS, SERIES 2013A

WHEREAS, the County Board of Supervisors of Adams County, Wisconsin (the "County") hereby finds and determines that it is necessary, desirable and in the best interest of the County to raise funds for the purpose of refunding obligations of the County, including interest on them, specifically, the 2017 through 2027 maturities of the General Obligation Refunding Bonds, dated April 10, 2008 (the "Refunded Obligations") (hereinafter the refinancing of the Refunded Obligations shall be referred to as the "Refunding"), and there are insufficient funds on hand to pay said cost;

WHEREAS, the County Board of Supervisors deems it to be necessary, desirable and in the best interest of the County to refund the Refunded Obligations for the purpose of achieving debt service cost savings;

WHEREAS, counties are authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation refunding bonds to refinance their outstanding obligations; and

WHEREAS, it is the finding of the County Board of Supervisors that it is necessary, desirable and in the best interest of the County to authorize the issuance of and to sell its general obligation refunding bonds (the "Bonds") to Bankers' Bank (the "Purchaser"), pursuant to the terms and conditions of its bond purchase proposal attached hereto as Exhibit A and incorporated herein by this reference (the "Proposal").

NOW, THEREFORE, BE IT RESOLVED by the County Board of Supervisors of the County that:

Section 1. Authorization and Sale of the Bonds. For the purpose of paying the cost of the Refunding, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of THREE MILLION SIX HUNDRED SEVENTY THOUSAND DOLLARS (\$3,670,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal is hereby accepted, and the Chairperson and County Clerk or other appropriate officers of the County are authorized and directed to execute an acceptance of the Proposal on behalf of the County. To evidence the obligation of the County, the Chairperson and County Clerk are hereby authorized, empowered and directed to make, execute, issue and sell to the Purchaser for, on behalf of and in the name of the County, the Bonds aggregating the principal amount of THREE MILLION SIX HUNDRED SEVENTY THOUSAND DOLLARS (\$3,670,000) for the sum set forth on the Proposal, plus accrued interest to the date of delivery.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Refunding Bonds, Series 2013A"; shall be issued in the aggregate principal amount of \$3,670,000; shall be dated July 10, 2013; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on April 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit B-1 and incorporated herein by this reference. Interest is payable semi-annually on April 1 and October 1 of each year commencing on April 1,

2014. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt Service Schedule attached hereto as Exhibit B-2 and incorporated herein by this reference (the "Schedule").

Section 2A. Designation of Maturities. For purposes of State law, the Bonds are designated as being issued to pay and discharge the debts incurred by the County through the issuance of the Refunded Obligations and the obligations refunded by the Refunded Obligations in the order in which those debts were incurred, so that the Bonds of the earliest maturities are considered to be issued to discharge the debts which were incurred first.

Section 3. Redemption Provisions. The Bonds maturing on April 1, 2022 and thereafter shall be subject to redemption prior to maturity, at the option of the County, on April 1, 2021 or on any date thereafter. Said Bonds shall be redeemable as a whole or in part, and if in part, from maturities selected by the County and within each maturity, by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit C and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the County are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the County a direct annual irrepealable tax in the years 2013 through 2026 for the payments due in the years 2014 through 2027 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the County shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the County and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the County for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the County then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the County, if one has not already been created, a debt service fund, separate and

distinct from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the County may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for \$3,670,000 General Obligation Refunding Bonds, Series 2013A, dated July 10, 2013" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. The County Treasurer shall deposit in the Debt Service Fund Account (i) all accrued interest received by the County at the time of delivery of and payment for the Bonds; (ii) any premium not used for the Refunding which may be received by the County above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the County, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the County, unless the County Board of Supervisors directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (See Section 19) separate and distinct from all other funds of the County and disbursed solely for the purpose for which borrowed or for the payment of the principal of and the interest on the Bonds. In no event shall Bond Proceeds be used to fund operating expenses of the general fund of the County or of any special revenue fund of the County that is supported by property taxes.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the County, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The County represents and covenants that the projects financed by the Bonds and by the Refunded Obligations and the ownership, management and use of the projects will not cause the Bonds or the Refunded Obligations to be "private activity bonds" within the meaning of Section 141 of the Code. The County further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The County further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The County Clerk or other officer of the County charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the County certifying that the County can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The County also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the County will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the County by the manual or facsimile signatures of the Chairperson and County Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the County of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the County has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and

directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The County hereby authorizes the officers and agents of the County to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by the County Clerk or County Treasurer (the "Fiscal Agent").

Section 13. Persons Treated as Owners; Transfer of Bonds. The County shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the Chairperson and County Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The County shall cooperate in any such transfer, and the Chairperson and County Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The fifteenth day of each calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the County at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the County agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations previously executed on behalf of the County and on file in the County Clerk's office.

Section 16. Preliminary Official Statement. The County Board of Supervisors hereby approves the Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the County in connection with the preparation of such Preliminary Official Statement and any addenda to it are hereby ratified and approved. In

connection with the Closing, the appropriate County official shall certify the Preliminary Official Statement and any addenda. The County Clerk shall cause copies of the Preliminary Official Statement and any addenda to be distributed to the Purchaser.

Section 17. Undertaking to Provide Continuing Disclosure. The County hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the County to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the County Clerk, or other officer of the County charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the County's Undertaking.

Section 18. Redemption of the Refunded Obligations. The Refunded Obligations are hereby called for prior payment and redemption on April 1, 2016 at a price of par plus accrued interest to the date of redemption.

The County hereby directs the Escrow Agent appointed below to cause timely notice of redemption, in substantially the form attached to the Escrow Agreement (the "Notice"), to be provided at the times, to the parties and in the manner set forth on the Notice.

Section 19. Escrow Agent; Escrow Agreement; Escrow Account. Associated Trust Company, National Association, Green Bay, Wisconsin, is hereby appointed escrow agent for the County, for the purpose of ensuring the payment of the principal of and interest on the Refunded Obligations (the "Escrow Agent").

The Chairperson and County Clerk are hereby authorized and directed to execute an escrow agreement substantially in the form attached hereto as Exhibit D (the "Escrow Agreement") (such form may be modified by said officers prior to execution, the execution of such agreement by said officers to constitute full approval of the County Board of Supervisors of any such modifications), with the Escrow Agent, for the purpose of effectuating the provisions of this Resolution.

The Bond Proceeds shall be deposited in a refunding escrow account which is hereby created with the Escrow Agent, pursuant to the Escrow Agreement, for the purpose of retaining the required amount of cash, if any, and acquiring the United States obligations provided for in the Escrow Agreement.

Upon transfer of the Bond Proceeds and any other necessary funds allocable to refunding the Refunded Obligations to the Escrow Account, the taxes heretofore levied to pay debt service on the Refunded Obligations shall be abated to the extent such transfer together with investment earnings thereon is sufficient to pay the principal of and interest on the Refunded Obligations,

but such abatement shall not affect the County's pledge of its full faith, credit and resources to make such payments. The refunding escrow account created by the Escrow Agreement shall hereinafter serve as the debt service (or sinking) fund account for the Refunded Obligations. The Escrow Agent shall serve as custodian of said debt service (or sinking) funds.

Section 20. Escrow Securities. The Escrow Agent and Ehlers are authorized to submit subscriptions for United States Treasury Securities - State and Local Government Series and to purchase other U.S. government securities on behalf of the County in such amount as is necessary in order to carry out the Refunding.

Section 21. Record Book. The County Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 22. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the County Board of Supervisors or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

Adopted, approved and recorded June 18, 2013

Chairperson

ATTEST:

County Clerk

(SEAL)

To Adams County Board of Supervisors
From: James Murphy
Address: 962 F Street Arkdale Wi 54613
Tel: 608-564-3195
Subject: Petenwell County Park expansion project

5/30/2013

Dear Adams County Board of Supervisors

I am writing this email to show opposition to the planned project improvements to the Petenwell County Park expansion phase. The reason for the opposition is with the Petenwell Park being the busiest county park in the state of Wisconsin without a golf course and with further expansion of the park it is obvious that there will be more users. Along with more users is the increase in traffic to and from the park. My wife and I have a home on Bighorn Drive which is at this time the main road to and from the park. In the last 6-8 years there has been the opening of the ATV trail to the park and along with the park expansion a lot more traffic on Bighorn Drive. There have been recent traffic counts on Bighorn Drive and also on Blackhawk Drive which is a parallel road with Bighorn Drive. The traffic count showed a significant more volume of traffic on Bighorn Drive. I have spoken with most of the residents in Roberts subdivision who many have fishing piers on the lake and have concerns about their family crossing Bighorn drive to access their piers. I have spoken with the town of Monroe Chairman and Supervisors about our safety concern. They would like to see some of the traffic routed on to Blackhawk Drive but the road base is not good enough for that kind of traffic. I would think that a responsible decision to increase the park use would include public safety. What I am asking for is exactly that. Let us figure out how to make increased park use not only enjoyable but safe. I hope that you as a board take that into consideration.

Thank you
Jim Murphy

**RESOLUTION TO APPROVE APPLICATION FOR WISCONSIN
DEPARTMENT OF NATURAL RESOURCES ((WDNR) LAKE PROTECTION
GRANT PROGRAM**

INTRODUCED BY: Land and Water Conservation Committee

INTENT & SYNOPSIS: To authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for ~~\$83,103.80~~ ^{83,092.10} from the WDNR Lake Protection Grant Program for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed which will reduce nutrients entering into the Tri-Lakes.

FISCAL NOTE: Total ^{grant} cost is \$127,834. The WDNR Lakes Protection Grant Program requires grantee contribution; therefore in 2014, Adams County will contribute ~~\$44,748.20~~ from the Natural Resources expense account 100 E 48 56196.

~~44,748.20~~

WHEREAS: The Tri-Lakes are an important resource used by the public and landowners for recreation and enjoyment of natural beauty; and

WHEREAS: The reduction of nutrients from the Tri-Lakes watershed, is paramount in the protection of water quality and the natural ecosystems of the Tri-Lakes; and

WHEREAS: As mandated by Wisconsin Administrative Code NR151, agricultural producers are mandated to implement nutrient management plans upon an offer of financial assistance of \$28.00/acre; and

WHEREAS: As mandated by Wisconsin Administrative Code NR151, Adams County Land & Water Conservation Department will use the funding to offer financial assistance to agricultural producers located in the Tri-Lakes Watershed; and

WHEREAS: Adams County Land & Water Conservation Department has the qualifications to perform the responsibilities and is currently assisting the Tri-Lakes Management District with implementation of their lake management plan which contains efforts to reduce nutrients from entering into the Tri-Lakes.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Administrative Coordinator/Director of Finance to submit an application to the Wisconsin Department of Natural Resources under the "Lakes Protection Grant Program" for financial aid in the amount of ~~\$83,103.80~~ for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed; and

~~83,103.80~~ ^{83,092.10}

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44,741.90

BE IT FURTHER RESOLVED: That Adams County shall contribute \$44,748.20 from the Natural Resources expense account 100 E 48 56196 in 2014 and shall comply with the State rules for the program and will meet the financial obligations under the grant by providing a contribution of 35% of total costs.

Recommended for adoption by Land and Water Conservation Committee this 13th day of May 2013.

Levy G. James
Verdi Stuebel
Shawn Licitor

al Robertson
Joe Stuebel
Barbara A. Morgan

Adopted
Defeated
Tabled

by the Adams County Board of Supervisors this 21st day of May 2013.

John Alvest
County Board Chair

Cindy Phelippe
County Clerk

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3 **RESOLUTION 2013-41**

4 **RESOLUTION TO SUPPORT CHANGING THE PROCESS FOR PERMITTING**
5 **HIGH CAPACITY WELLS BY THE WISCONSIN DEPARTMENT OF**
6 **NATURAL RESOURCES (WDNR)**

7 **INTRODUCED BY:** Land & Water Conservation Committee

8
9 **INTENT & SYNOPSIS:** To encourage the WDNR to provide a more complete
10 and accurate method of determining high capacity well permits in a
11 manner that will protect Wisconsin's surface and/or ground waters for the
12 use of all.

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14 **FISCAL NOTE:** None.

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16 **WHEREAS:** the Wisconsin Department of Natural Resources is responsible for
17 the evaluation and permitting of high capacity wells; and

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19 **WHEREAS:** the current process of evaluation and permitting only gives special
20 consideration to Classes 1, 2, 3 Trout Streams and Exceptional Water
21 Resources within 1200 feet of the proposed well location; and

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23 **WHEREAS:** in the current process, the WDNR does not conduct an independent
24 evaluation of the environmental impacts of a high capacity well, but
25 instead depends on the representations of the permit applicant; and

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27 **WHEREAS:** Science has established a connection between ground and surface
28 waters; and

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30 **WHEREAS:** Demand for groundwater usage continues to increase, particularly
31 in the Central Sands; and

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33 **WHEREAS:** On 2011, the Wisconsin Supreme Court ruled in Lake Beulah v.
34 DNR that the WDNR has the authority and duty under the Public Trust
35 Doctrine to consider the environmental impact of high capacity wells on
36 Wisconsin Waters when considering a permit for a high capacity; and

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38 **WHEREAS:** the current evaluation and permitting of high capacity wells does
39 not adequately monitor and/or regulate high capacity wells in a manner to
40 prevent negative stress on Wisconsin's surface and ground waters.

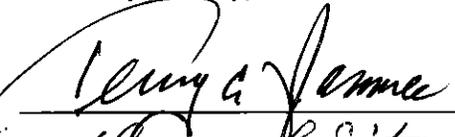
41
42 **NOW THEREFORE, BE IT RESOLVED:** that the Adams County Board of
43 Supervisors hereby recommends that the Wisconsin Department of Natural
44 Resources (WDNR) should revise and adopt new criteria, guided by the
45 Wisconsin Supreme Court decision in Lake Beulah v. DNR, to more completely
46 evaluate the environmental impacts of high capacity wells, including, but not
47 limited to, the likely impacts on watershed or nearby surface and/or ground
48 waters.

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50 **BE IT FURTHER RESOLVED:** That the WDNR make an independent evaluation
51 that includes the total impact of nearby high capacity wells in considering any
52 new high capacity well application on Wisconsin surface and/or ground waters.
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54 **BE IT FURTHER AND FINALLY RESOLVED:** That a copy of this Resolution be
55 sent to the Governor and Wisconsin, the Secretary of the Wisconsin Department
56 of Natural Resources, and all members of the Wisconsin Assembly and Senate.
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58 Recommended for adoption by the Land & Water Conservation Committee this
59 13th day of May, 2013

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68 Adopted _____

69 Defeated _____ by the Adams County Board of Supervisors this

70 Tabled _____ day of _____, 201__.

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75 _____
County Board Chair

_____ County Clerk

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77 Reviewed by Corporation Counsel

78 Reviewed by Administrative Coordinator/Director of Finance

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Resolution No. 2013-43

**RESOLUTION TO AMEND ADAMS COUNTY EMPLOYEE HANDBOOK
CHAPTER 1, SECTION 1.04 and ADD SECTION 1.07**

INTRODUCED BY: Executive Committee.

INTENT & SYNOPSIS: To amend the Adams County Employee Handbook as follows:
Chapter 1, Section 1.04 and add 1.07 – Position Categories

FISCAL NOTE: Has no financial impact, for administrative purposes only.

WHEREAS, The Adams County Employee Handbook was adopted by Adams County
Resolution 28-2012 on March 20, 2012; and

WHEREAS, additional clarification is necessary in Chapter 1, Section 1 – Position
Categories, to include "intern" under 1.04 Seasonal Category and to add the definition
for a "casual" employee under 1.07.

**NOW, THEREFORE, BE IT RESOLVED, by the Adams County Board of
Supervisors** that it is hereby approved to amend the Adams County Employee
Handbook, Chapter 1, Section 1 – Position Categories; as attached hereto and
incorporated herein, as if appearing in full.

Recommended for adoption this 11th day of June, 2013.

John West
Bill Miller
Garry Balcock

Al Sebastian
Florence Johnson

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this _____ day of
Tabled _____, 2013.

County Clerk

County Board Chair

47
48 CHAPTER 1 SECTION 1 – POSITION CATEGORIES
49

50 1.04 **Seasonal full-time or part-time Category (including interns).** Full-time seasonal
51 employees and interns work an average of at least thirty-seven and one-half (37 ½) hours
52 per week not to exceed one hundred fifty (150) calendar days. Part-time seasonal
53 employees and interns work under an average of thirty-seven and one-half hours per week.
54 Seasonal employees and interns are not entitled to fringe benefits unless otherwise
55 required by law.
56

57 1.07 **Casual Category.** Casual employees do not have a set work schedule or a specific number
58 of work hours. They are expected to work on an as-needed basis or to provide
59 supplemental help during periods of unusual circumstances. Casual employees are not
60 entitled to fringe benefits unless otherwise required by law. In some cases, casual
61 employees may be on-call and receive compensation in accordance with Chapter 4,
62 Section 2.08 of the Employee Handbook. The hiring of a casual employee to fill in for a
63 budgeted position may be approved by the Home Committee and does not require County
64 Board action.
65



Trena Larson

Administrative Coordinator/Director of Finance

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Friendship, WI 53934-0102

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Cell: 608-403-1618

Fax: 608-339-4509

Trena.Larson@co.adams.wi.us

County Board

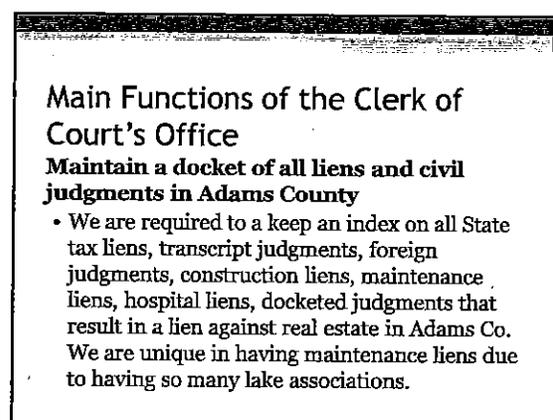
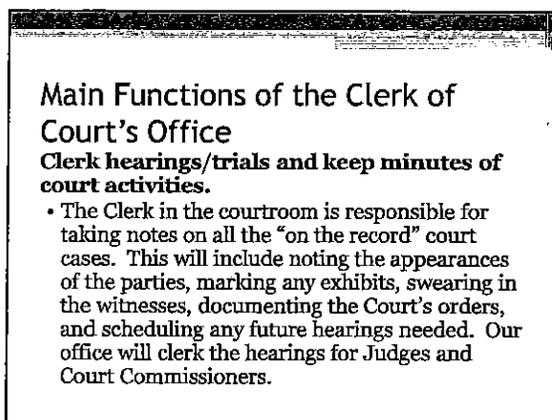
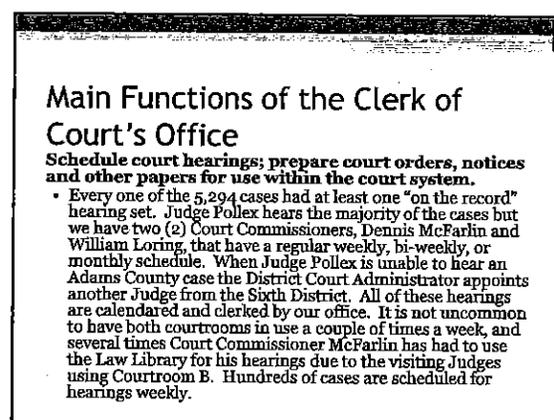
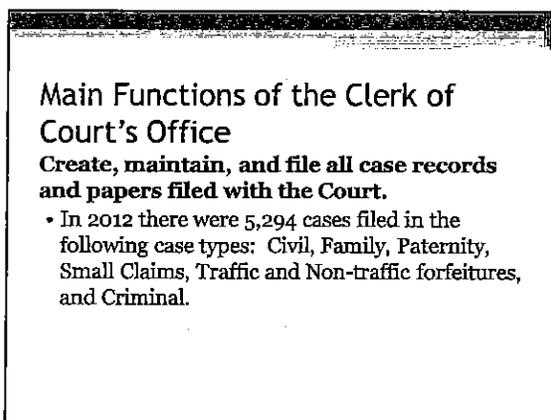
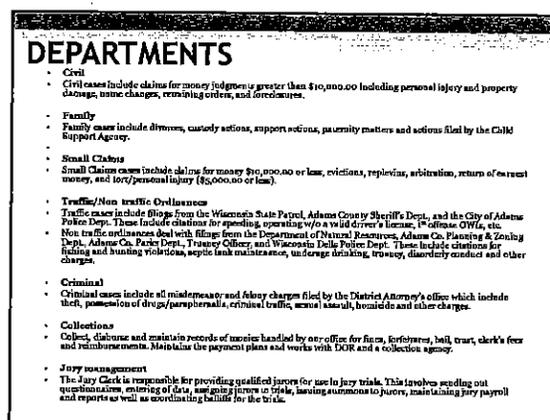
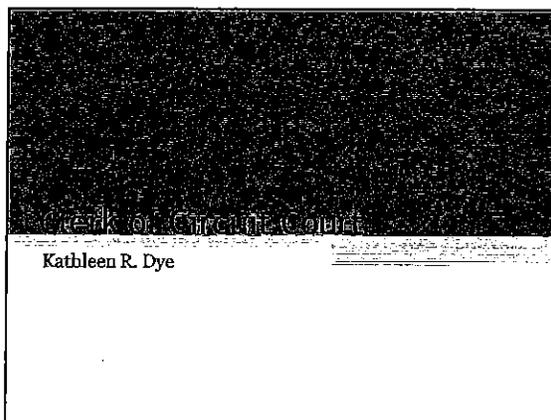
6/18/13

Office Activities

1. Manage the transition and collaborate with Corporation Counsel Office
2. Oversee the Land & Water Department
 - a. Coordinate with staff
 - b. Respond and meet with external partners
3. Training Payroll Specialist/Account Technician Position
4. Continue to monitor State Budget Developments/Impact
5. Prepare and work with DOR auditor on sales tax audit
6. Wage Study Consortium (WIPFLI)
 - a. Point Factor Analysis Method (Review with each department their results)
7. Begin to prepare for 2014 Budget
 - a. Present 2014 Budget Assumptions
 - b. Present timeline 2014
8. Training Opportunity Conflict Resolution – Andy Phillips, PhillipsBorowski, s.c.
9. Presentation on Paid Time Off (PTO), by Jay Shambeau, Calumet County Administrator
10. Review the results from DOR sales tax audit

Upcoming Activities

1. Cross Training of Staff
 - a. Payroll (1st priority)
 - b. General Ledger/Account Reconciliations
 - c. Accounts Payable
2. Review Employee Handbook and General and Administrative Polices for conflicts in language
 - a. Prepare a Training
3. Complete Incident Command System (ICS) 400 – Emergency Management
4. Work with WIPFLI on slotting remaining positions into the 21 pay grades



Main Functions of the Clerk of Court's Office

Provide the Court with qualified jurors for jury duty.

- A list of 3000 potential jurors is requested from the Wisconsin Department of Transportation and DOT will then import the names of addresses of eligible Adams County residents. A questionnaire is then sent to all jurors requesting more detailed information and when returned the additional information is manually entered into our computer database. The jury clerk will then manage this information by creating jury pools and then assigning these pools to actual cases going to trial. Although we may schedule 10 to 15 trials a month we average only four (4) trials a year. We are expecting to beat our average this year as we have already held 4 trials since January and are anticipating three (3) or more trials to be held before the end of the year.

Main Functions of the Clerk of Court's Office

Collect, disburse and maintain records of all monies for fines, forfeitures, bail, trust and reimbursements.

- In 2012 the Clerk of Court's office averaged 753 receipts a month. The total monies receipted was over 1.2 million dollars. We receipt for fines, bonds, restitution, filing fees, mediation fees, attorney fees, passport fees, and other fees. WI State Statutes determines the breakdown of where all the monies go and unfortunately Adams County is able to keep only a small percentage of what we receipt.

WE ALSO...

- **Keep track of delinquent fines/forfeitures, reimbursements of attorney fees and initiate collection efforts.**
 - As of May 31 there are 336 active payment plans. We maintain records for all monies that are delinquent and follow a schedule for collection which includes the suspension of driver's licenses or Chapter 29 (DNR) licenses, issuing warrants, transmitting to Dept. of Revenue for tax intercepts and lastly turning over to a collection agency. We also work very closely with the Community Service Office in allowing fines to be worked off at a credit of \$8.00 an hour. In 2012 CS had an average of 90+ participants per month working an average of 1,975+ hours per month.

WE ALSO...

- **Store closed files in accordance with retention schedule.**
 - We follow the retention schedule according to Supreme Court Rule 72. With storage space at a premium we contact IROW on a yearly basis and prepare our files for destruction accordingly.

WE ALSO...

- **Maintain the Adams County Law Library**
 - This is done by the purchase of books and computer upgrades. Our library is open for the use of the public as well as a third courtroom when necessary.

WE ALSO...

- **Process Passports**
 - In 2012 we processed 127 passports. This entails reviewing the applications, giving the applicants an oath, assembling the passports according to agency rules and mailing. We receive \$25.00 per passport for this service.

WE ALSO...

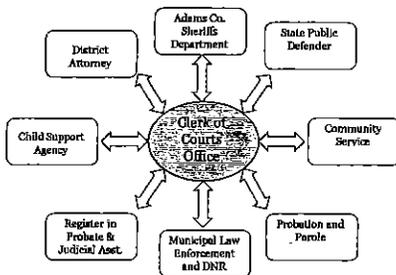
- **Maintain an Index**
 - Department of Workforce Development tax warrants and executions, lists of Adams Co. Sheriff Dept. deputies, oaths of office, and judicial appointments are processed and recorded in our office as well.

WE ALSO...

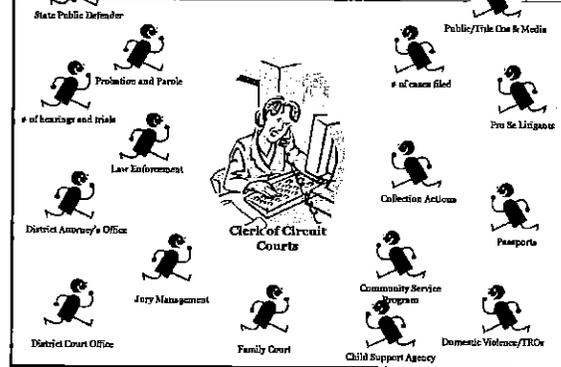
Standard Office Duties

- Average 900 phone calls a month
- Assist an average of 500 customers a month at the public counter
- Make hundreds of entries a day into the CCAP database
- Schedule 2 courtrooms on a weekly basis for the use of Judge Pollex, assigned Judges, and Court Commissioners.
- Answer questions from the public, attorneys, law enforcement agencies, officials, other offices, and others, on matters relating to case status, proper forms, normal procedures, etc.

COC Office is a Vital Link



Workload Drivers



Summary

- Keeper of the record for Adams County Circuit Court cases
- Providing courtroom records of hearings and trials
- Summonsing and managing the countywide jury system
- Managing the financial activities related to court cases
- Assisting the Public to the best of our ability

In closing...

- The Clerk of Courts Office is strongly committed to providing the highest level of customer service and performing in an efficient, helpful, and economical manner.

Kathie Dye
 Charmaine Keach
 Mary Deane
 Teresa Zbleski
 Carrie Sundene
 Lori Banovec
 Sara Nelson



Original

RESOLUTION 46 -2013

**RESOLUTION TO RENEW LEACHATE TREATMENT AGREEMENT
WITH THE VILLAGE OF PLOVER**

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INTRODUCED BY: Solid Waste Committee

INTENT & SYNOPSIS: To Renew the Agreement with the Village of Plover as the backup facility for the disposal of liquid waste (leachate) accumulated at the Adams County Sanitary landfill facility.

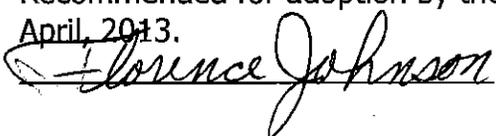
FISCAL NOTE: Budget Neutral - Cost is included in current fiscal budget.

WHEREAS: The County is required by the State of Wisconsin's Department of Natural Resources to have a primary and backup leachate treatment Agreement with wastewater treatment facilities; and

WHEREAS: the Village of Plover has the capacity to dispose of leachate from the County landfill if needed.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors to approve the Agreement with the Village of Plover to serve as the backup facility for leachate disposal; and

Recommended for adoption by the Solid Waste Committee this 10th day of April, 2013.

 _____

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of June, 2013.

County Board Chair County Clerk

***AGREEMENT FOR THE USE OF THE PLOVER WASTEWATER UTILITY
LEACHATE TREATMENT SYSTEM***

THIS AGREEMENT, made this 15th day of May, 2013, by and between the Village of Plover (hereinafter referred to as the "Village"), a Wisconsin Municipal Corporation, and Adams County (hereinafter referred to as "County"), a Wisconsin Municipal Corporation.

WITNESSETH:

WHEREAS, the Village owns and operates a Wastewater Treatment Facility; and

WHEREAS, Adams County will have need to dispose of liquid waste (hereinafter referred to as "Leachate"), accumulated at the Adams County Sanitary Landfill facility; and

NOW, THEREFORE, for the reasons set forth above, and in consideration of promises and the covenants and of the mutual obligations set forth herein, the Village and County agree as follows:

ARTICLE I

DEFINITION AND USE OF PHRASES

SECTION 1.1 As used in this Agreement and in the recitals hereto, the following terms and phrases shall have the following meaning, unless a different meaning clearly appears from the context.

"AMMONIA NITROGEN" means ammonia nitrogen in the leachate as measured by laboratory testing. The methods for determining ammonia nitrogen shall be those set forth in NR 219.

"BOD" means five-day Biochemical Oxygen Demand and "COD" means Chemical Oxygen Demand, determined under Standard Laboratory Procedures as set forth in NR 219.

"VILLAGE" means the Village of Plover, a Municipal Corporation organized and existing under the laws of the State of Wisconsin, with its principal place of business at 2400 Post Road, Plover, WI., County of Portage, State of Wisconsin.

"WWTF" means the Wastewater Treatment Facility owned and operated by the Village of Plover.

"LANDFILL" means the Adams County Sanitary Landfill, with its principal place of business at 1420 State Highway 21, Town of Strongs Prairie, County of Adams, State of Wisconsin.

"LEACHATE" means liquid waste generated and accumulated by the landfill.

"LEACHATE RECEIVING SYSTEM" means the facilities and equipment designated for receiving leachate, which are located at the WWTF.

"PHOSPHORUS" means total phosphorus concentration as determined under Standard Laboratory Procedures as set forth in NR 219.

"POINT OF DISCHARGE" means that part of the facility designated by the WWTF as the receptacle into which Adams County may discharge leachate.

"POLLUTION CONTROL LAWS" means all existing and future laws, statutes, rules, regulations, ordinances, water quality standards, orders and decrees of any governmental bodies, authority or agency having jurisdiction over the Village and/or County with respect to the collection, treatment or disposal of sewage or any bi-products there from.

~~"UTILITY" means all land, buildings, machinery, sewers, and other tangible and intangible property and processes, whether currently owned or later owned, or used, by the Village for receiving, collecting, transmitting, treating or disposing of sewage.~~

"TSS" means total suspended solids that either floats on the surface of or is in suspension in sewage, and which are removable by a laboratory filtration device. The methods for determining total suspended solids shall be those set forth in NR219.

ARTICLE II

PROPRIETARY CAPACITY

SECTION 2.1 It is agreed between the Village and County, that the Village is only acting as a proprietary entity herein and not in its governmental capacity as a public utility with respect to Adams County. Therefore, the Village has no obligation to permit use of the facility to any other person, including the employees of Adams County or any citizens of the County of Adams, or any citizen of any municipality that avail themselves of the services of Adam County.

ARTICLE III

OPERATION OF THE LEACHATE SYSTEM

SECTION 3.1 The Leachate Receiving System is owned and maintained by the Village of Plover. By agreement with the Village of Plover, Adams County will establish reasonable use of the Leachate Receiving System for the disposal of leachate.

The coordination of delivery, storage and disposal shall be established by agreement between the Village of Plover and Adams County. Portage County, which also uses the Leachate Receiving System, will have priority in the scheduling of delivery and treatment.

SECTION 3.2 Delivery of Adams County leachate will be to the Leachate Receiving System. The Village shall have the option to refuse delivery of leachate from Adams County to the Leachate Receiving System at any time and for any reason.

SECTION 3.3. The Village, in its sole discretion, shall determine when and how much leachate shall be discharged from the Leachate Receiving System into the facility. The Village shall have exclusive control over the valves which permit the discharge of leachate into the facility.

SECTION 3.4 The Village hereby agrees that Adams County shall have access to the Leachate Receiving System at such times and pursuant to such regulations that the Village may set from time to time, subject to the terms of this Agreement.

SECTION 3.5 Adams County shall be responsible for measuring the volume of leachate delivered to the Leachate Receiving System, provided the methods of volume measure used by Adams County are approved by the Village. Adams County shall be responsible for, and shall pay for, the sampling and testing of leachate. The leachate shall be tested routinely, by WWTF staff, for BOD, TSS, ammonia nitrogen, and phosphorus.

Other testing for toxics, metals, etc. shall be done as required by the WWTF. These tests shall be performed by a State approved laboratory with all testing methods and frequency of testing approved by the Village. Adams County shall keep accurate and complete records of all leachate volumes and attendant laboratory analyses.

SECTION 3.6 Adams County through its Solid Waste Director shall keep reasonably itemized and detailed records as provided in Section 3.5 above, and shall make the same accessible to the Village of Plover personnel upon written request.

ARTICLE IV
MAINTENANCE

SECTION 4.1 The Village of Plover shall be responsible for the maintenance of the entire Leachate Receiving System.

ARTICLE V
TREATMENT CHARGES

SECTION 5.1 That in consideration for the Village treating the leachate of Adams County, the County hereby agrees to pay the Village in accordance with the fees set out in Village ordinance, based on the volume and strength of the leachate.

The County also agrees to pay a surcharge of 15% on the charges derived from the fee schedule. The County shall pay the Village monthly for the leachate deposited. Payment shall be made by check or money order payable to the "Village of Plover Wastewater Utility" sent to the Village Treasurer within 20 days after the billing date. Failure to make payment in the time, manner and form specified herein shall entitle the Village to refuse delivery of leachate from the County, and to pursue collection in any manner permitted by law.

ARTICLE VI
TERMINATION

SECTION 6.1 It is expressly agreed by and between the Village and the County that no failure or delay in performance of the Village's obligations under this Agreement shall be deemed to be a breach of this contract where such failure or delay is occasioned by or due to any act of God, breakage, accident to machinery or lines of pipe, strikes, lockouts, explosions, sabotage or other intervening forces. The binding order of any court or governmental agency or any such contingency beyond the control of the Village of Plover shall relieve the Village of its obligations under this contract.

SECTION 6.2 Either party hereto may cancel and terminate this agreement by a sixty (60) day written notice, of said intent to so terminate and cancel served upon the other party.

SECTION 6.3 The County agrees to indemnify and hold harmless the Village for any loss, liability and/or damages the Village may incur as a result of any claims or causes of action which arise out of the County's use of the Leachate Receiving System or the Utility. This indemnification agreement shall include, but is not limited to, indemnification against the claims of any County employee, agent, or officer who may be injured during the use of operation, or during delivery to or from the Leachate Receiving System.

SECTION 6.4 The County agrees that the leachate delivered to the Leachate Treatment System will be solely leachate from the Adams County Sanitary Landfill facility located at 1420 State Highway 21, Town of Strongs Prairie, Adams County, State of Wisconsin, and from no other source whatsoever.

SECTION VII
TERM AND RENEWAL

It is agreed this Agreement shall be in effect from the date of signing, and be in effect for a term of ten years.

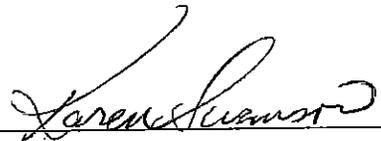
a. In the event the County intends to renew this contract for an additional period beyond its initial term, written notice shall be given to the Village no less than thirty (30) days prior to the expiration of the initial ten-year term of this agreement.

b. The fee schedule set forth in Village Ordinance shall be reviewed annually. Adjustments shall be made as necessary to reflect any changes in costs of operation, including increased labor, materials, and other charges incurred by the Village. Changes in the fee schedule will become effective upon approval of the Village Ordinance.

IN WITNESS WHEREOF, the Village, acting by and through its President and Clerk, and the County acting by and between its Chairman and County Clerk, hereby execute this Agreement on the date indicated above.

VILLAGE OF PLOVER:

BY: 
Daniel H. Schlutter, Village President

BY: 
Karen Swanson, Village Clerk

ADAMS COUNTY:

BY: _____
County Board Chairman

BY: _____
County Clerk

BY: _____
Solid Waste Director

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RESOLUTION 47 -2013

**RESOLUTION TO CREATE TWO INTERN POSITIONS IN LAND AND WATER
CONSERVATION DEPARTMENT**

INTRODUCED BY: Land & Water Conservation Committee

INTENT & SYNOPSIS: To create Two (2) Intern positions in the Land and Water Conservation Department (LWCD) for the purpose of completing an inventory on a portion of the Big Roche-a-Cri (BRC) Creek.

FISCAL NOTE: None. The position will be funded through an existing Wisconsin Department of Natural Resources (WDNR) Lake Management Grant with in-kind labor provided by the Adams County LWCD.

WHEREAS: The Adams County LWCD provides services to Big Roche a Cri Lake District who in their lake management plan requested Adams County LWCD complete an inventory of the BRC Creek; and

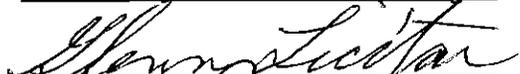
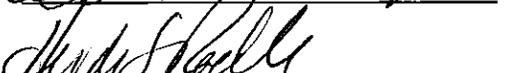
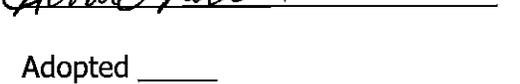
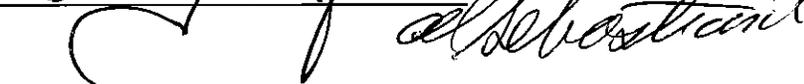
WHEREAS: The data collected will be documented and provided to the BRC Lake District and WDNR so they may make lake management decisions; and

WHEREAS: Adams County LWCD applied for and received a WDNR Lake Management Grant that will provide funding for the 2 individuals to complete the inventory on a portion of the BRC Creek starting at the headwaters to BRC Lake.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves the creation of two (2) Intern positions in the Land and Water Conservation Department for the purpose of completing an inventory on a portion of Big Roche a Cri Creek.

BE IT FURTHER RESOLVED: That no additional tax levy will be required as these positions shall be funded through an existing Wisconsin Department of Natural Resources (WDNR) Lake Management Grant and these positions will be eliminated when WDNR Lake Management Grant funds expire.

Recommended for adoption by the Land & Water Conservation Committee this 10th day of June, 2013.

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of _____, 2013.

County Board Chair County Clerk

- Reviewed by Corporation Counsel
- Reviewed by Administrative Coordinator/Director of Finance

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RESOLUTION TO APPROVE AMENDMENTS TO THE ETHICS INQUIRY COMMITTEE SECTION OF THE ADAMS COUNTY BOARD RULES

INTRODUCED BY: Executive Committee

FISCAL NOTE: None

WHEREAS: The Adams County Board enacted Ethics Ordinance 22-2011 on December 20, 2011; and

WHEREAS: The Adams County Board adopted the County Board Rules for 2012-2014 on March 20, 2012; and

WHEREAS: Discrepancies exist between the Adams County Ethics Ordinance 22-2011 adopted and the Adams County Board Rules regarding an Ethics Inquiry Committee; and

WHEREAS: The discrepancies between the two documents have created confusion and will continue to do so until corrected.

NOW THEREFORE, BE IT RESOLVED, that the Adams County Board of Supervisors hereby approves amending the 2012-2014 Adams County Board Rules adopted March 20, 2012, to be consistent with the Adams County Ethics Ordinance 22-2011 enacted December 20, 2011, by deleting the following:

ETHICS INQUIRY COMMITTEE

This Policy hereby creates an Ethics inquiry Committee.

A. Membership. The Ethics Board shall be composed of five (5) members of the County Board.

B. Duties and Responsibilities. The Ethics Board shall be responsible for investigating a complaint, and conducting a fact finding hearing pursuant to subparagraph 1.11 in any case where the Ethics Board has found that probable cause exists for believing the allegations of a complaint referred to the Board after preliminary review pursuant to subparagraph 1.13 of the Ethics Ordinance.

And replacing it with:

ETHICS BOARD

This policy recognizes the Ethics Board as set forth in Adams County Ethics Ordinance 22-2011. The Ethics Board shall be governed by Adams County Ethics Ordinance 22-2011 and any amendments or modifications or revisions thereto, as may be adopted by the County Board.

49 **BE IT FURTHER RESOLVED**, that other than the specific change to the Adams
50 County Board Rules approved herein, the 2012-2014 Adams County Board Rules
51 will remain unaffected as previously amended.

52
53 Recommended for adoption by the Adams County Board of Supervisors this
54 _____ day of June, 2013.

55 John West
56 _____
57 Flora Johnson
58 _____
59 Al Sebastian
60 _____
61 _____

Larry Babcock

Bill Miller

62 Adopted _____
63 Defeated _____ by the Adams County Board of Supervisors
64 Tabled _____ this _____ day of June, 2013.

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66 _____
67 County Board Chair

County Clerk

- 68
69 Reviewed by Corporation Counsel
70 Reviewed by Administrative Coordinator/Director of Finance

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RESOLUTION 49 -2013

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RESOLUTION OPPOSING THE PROVISIONS OF ASSEMBLY BILL 85 AND SENATE BILL 95 THAT SEEK TO CONTROL THE PERCENTAGE OF LOCAL PROPERTY TAX DOLLARS ALLOTTED TO SPECIFIC COUNTY DEPARTMENTS

INTRODUCED BY: Administrative & Finance Committee

INTENT & SYNOPSIS: To oppose Assembly Bill 85 and Senate Bill 95.

FISCAL NOTE: None

WHEREAS: Assembly Bill (AB) 85 and Senate Bill (SB) 95 have been introduced in the current session of the Wisconsin Legislature; and

WHEREAS: Through AB85 and SB95, state legislators intend to limit the amount Milwaukee County Board Supervisors are paid, and seek to control the percentage of Milwaukee County's property tax levy that can be allotted to the County Board's operating budget; and

WHEREAS: Though the current legislation is aimed at Milwaukee County, if signed into law, it could serve as a precedent that the legislature can dictate how a county disburses its own property tax dollars; and

WHEREAS: Pursuant to Wis. Stats. §59.03 each County is a body corporate and has home rule with the right to exercise any administrative and operational power; and

WHEREAS: AB85 and SB95 infringe upon the statutory autonomy of counties.

NOW THEREFORE, BE IT RESOLVED by the Adams County Board of Supervisors to oppose AB85 and SB95 and all efforts of the state legislature to micro-manage the operations of county government; and

BE IT FURTHER RESOLVED: That the Adams County Board of Supervisors directs the Adams County Clerk to forward copies of this Resolution to the Governor, Adams County's state legislators, and to all Wisconsin counties.

Recommended for adoption by Administrative & Finance Committee this 10th day of June, 2013.

[Signature]
[Signature]
[Signature]

[Signature]

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of _____, 2013.

County Board Chair County Clerk

- Reviewed by Corporation Counsel 6/4/13
- Reviewed by Administrative Coordinator/Director of Finance

RESOLUTION 50 2013

RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR A \$2,775,00.00 GRANT FROM THE WISCONSIN DEPARTMENT OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM 18TH LANE TO WOOD ROAD.

INTRODUCED BY: Highway Committee

INTENT & SYNOPSIS: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$2,775,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from 18th Lane to Wood Road.

FISCAL NOTE: Estimated total cost is \$2,775,000.00. This is a program in which the WisDOT pays for the project costs and then bills the project sponsor (Adams County) for 20% of the cost, which would be an estimated cost to Adams County of \$555,000.00. Funds will be included in Highway Department's regular budget representing Adams County's 20% co-payment toward partial disbursement of grant funds.

WHEREAS: Good roads are critical to Agriculture, Industry, Tourism and business in general; and

WHEREAS: Obtaining grant funding for the reconstruction and maintenance of roads minimizing the impact to the local tax levy; and

WHEREAS: CTH Z from 18th Lane to Wood Road has been designed and the right of way acquired in such a way as to qualify for funding under the STP-Rural Program; and

WHEREAS: Funding via grant is available for 80% (\$2,775,000.00) of the CTH Z (18th Lane to Wood Road) project.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Highway Commissioner to act on behalf of Adams County and apply for \$2,775,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component for the purpose of funding the reconstruction of CTH Z from 18th Lane to Wood Road; and

BE IT FURTHER RESOLVED: That the Adams County will comply with State and Federal rules for the program and will meet the financial obligations under the grant as stated in the fiscal impact of the resolution.

Dated this 21st day of May, 2013,

Harry Belmont *Kathleen Hill* *Jamer Bayne*
Dean R. Morgan *Florence Johnson*

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of June, 2013

County Board Chair

County Clerk

RESOLUTION 51 - 2013

**RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR
A \$3,836,000.00 GRANT FROM THE WISCONSIN DEPARTMENT OF
TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM WOOD
ROAD TO ALPINE DRIVE.**

INTRODUCED BY: Highway Committee

INTENT & SYNOPSIS: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$3,836,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from Wood Road to Alpine Drive.

FISCAL NOTE: Estimated total cost is \$3,836,000.00. This is a program in which the WisDOT pays for the project costs and then bills the project sponsor (Adams County) for 20% of the cost, which would be an estimated cost to Adams County of \$767,200.00. Funds will be included in Highway Department's regular budget representing Adams County's 20% co-payment toward partial disbursement of grant funds.

WHEREAS: Good roads are critical to Agriculture, Industry, Tourism and business in general; and

WHEREAS: Obtaining grant funding for the reconstruction and maintenance of roads minimizing the impact to the local tax levy; and

WHEREAS: CTH Z from Wood Road to Alpine Drive has been designed and the right of way acquired in such a way as to qualify for funding under the STP-Rural Program; and

WHEREAS: Funding via grant is available for 80% (\$3,836,000.00) of the CTH Z (18th Lane to Wood Road) project.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Highway Commissioner to act on behalf of Adams County and apply for \$3,836,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component for the purpose of funding the reconstruction of CTH Z from Wood Road to Alpine Drive; and

BE IT FURTHER RESOLVED: That the Adams County will comply with State and Federal rules for the program and will meet the financial obligations under the grant as stated in the fiscal impact of the resolution.

Dated this 21st day of May, 2013

Larry Babcock *Public State* *James Bayr*
Dean R Morgan *Florence Johnson*

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of June, 2013

County Board Chair

County Clerk

RESOLUTION 52-2013

RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR A \$3,010,000.00 GRANT FROM THE WISCONSIN DEPARTMENT OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM ALPINE DRIVE TO WOOD COUNTY LINE.

INTRODUCED BY: Highway Committee

INTENT & SYNOPSIS: To authorize the Highway Commissioner to act on behalf of Adams County to apply for \$3,010,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component (STP-Rural) for the purpose of funding the reconstruction of CTH Z from Alpine Drive to Wood County line.

FISCAL NOTE: Estimated total cost is \$3,010,000.00. This is a program in which the WisDOT pays for the project costs and then bills the project sponsor (Adams County) for 20% of the cost, which would be an estimated cost to Adams County of \$602,000.00. Funds will be included in Highway Department's regular budget representing Adams County's 20% co-payment toward partial disbursement of grant funds.

WHEREAS: Good roads are critical to Agriculture, Industry, Tourism and business in general; and

WHEREAS: Obtaining grant funding for the reconstruction and maintenance of roads minimizing the impact to the local tax levy; and

WHEREAS: CTH Z from Alpine Drive to Wood County line has been designed and the right of way acquired in such a way as to qualify for funding under the STP-Rural Program; and

WHEREAS: Funding via grant is available for 80% (\$3,010,000.00) of the CTH Z (18th Lane to Wood Road) project.

NOW THEREFORE, BE IT RESOLVED: That the Adams County Board of Supervisors hereby approves and authorizes the Highway Commissioner to act on behalf of Adams County and apply for \$3,010,000.00 from the Wisconsin Department of Transportation Surface Transportation Program Rural Component for the purpose of funding the reconstruction of CTH Z from Alpine Drive to Wood County line; and

BE IT FURTHER RESOLVED: That the Adams County will comply with State and Federal rules for the program and will meet the financial obligations under the grant as stated in the fiscal impact of the resolution.

Dated this 21st day of May, 2013

Harry Belmont *Kathleen Miller* *James Baird*
Dean R. Morgan *Florence Johnson*

Adopted _____
Defeated _____ by the Adams County Board of Supervisors this
Tabled _____ day of June, 2013

County Board Chair

County Clerk

ADMINISTRATIVE & FINANCE MEETING MINUTES

May 13, 2013 8:00 a.m. Room A160

The meeting was called to order at 8:05 a.m. by Chairman West. The meeting was properly noticed.

Present: Babcock, Djumadi, Kotlowski, Sebastiani and West. Also present: Larson, Phillippi, Wendy Pierce, Cheri Manning, Diane Cable and Julie Edmundson.

Motioned by Kotlowski/Djumadi to approve the agenda. Motion carried by unanimous voice vote. Motioned by Sebastiani/Djumadi to approve the minutes from February 18, 2013 and April 5, 2013. Correction was made to April 5, 2013 minutes, removing the word cash from the 1st paragraph. Motion carried by unanimous voice vote.

Public Participation: None

Correspondence: None

Motioned by Sebastiani/Kotlowski to deviate to agenda items #16-20. Motion carried by unanimous voice vote.

Item #16: Discuss and/or act on mobile crisis services coverage. There is a conflict of interest between Northwest Connections and three county employees who provided contracted services with Northwest.

The process of assessment over the phone for emergency detention and worker's going out to do face to face if no decision can be made on the phone, was described. The intention is to have three mobile crisis workers in-house, utilizing county workers to provide this service; they would have three separate time cards. The 2013 budget has \$31,000 available to cover the additional expense. See attached detailed supplemental information identifying line items utilized to cover costs. Mileage is one account that will be used; the department will use police cars when available, for travel, to cut mileage reimbursement costs. Mobile crisis cost has increased, moving to a level 3, however, billing for crisis services allows additional revenue to offset the cost associated. Level 3 mandates mobile crisis coverage from 5pm-1am. Larson questioned revenues projected. Pierce indicated the revenues are budgeted below expected/projected returns. This is a fluid service generating both expenses/revenues that has not been built into the budget yet.

Motioned by Djumadi/Sebastiani to allow necessary budget revision to continue to provide mobile crisis services. Motion carried by unanimous voice vote.

Item #17: Discuss and/or act on Northwest Counseling Guidance Clinic, Inc. Contract. The change to the contract will consist of services they previously provided that will now be provided in-house. This will also change the dollar amount of the contract. The contract will expire December 31, 2013.

Item #20: Discuss and/or act on contracted services for Dr. Stonefeld. Reallocation of funds are needed to offset the cost of the new psychiatrist, Dr. Stonefeld. Dr. Cullen is no longer working for the county. Dr. Cullen worked 4 days; 2 days in-house, 2 days by Telehealth. Stonefeld's work would involve review, evaluations, AODA and treatment planning. \$80,520 is the additional cost for the rest of the year.

A brief explanation was given on how modification of the services currently provided would save money in the future. A description was given on the involuntary psychiatric 2 days per week result of reducing emergency detentions. \$106,000 medicaid, \$200,000 insurance billing. Reimbursement amounts are \$254/medicare. Revenues are budgeted low for 2013.

Djumadi commended Diane Osborn, Wendy Pierce and Julie Edmundson for their work.

Stonefeld will receive \$160 per hour, which is the same wage as Cullen was receiving. This is a work in progress. They will be working on an aggressive plan for the future. See attached detail identifying the transfer of funds from the psychological budget /inpatient services to the psychological budget mental health.

Motioned by Djumadi/Babcock to allow for the transfer of psychiatric budget coverage revisions. Motion carried by unanimous voice vote.

Item #19: Discuss and/or act on Practical Cents Budget 2012/2013. A brief overview of discussion and action that took place in 2011 occurred. There was concern of creating a separate fund for the practical cents budget so it wouldn't be comingled with the health and human services fund. At the time, it was determined that a separate fund was not necessary. However, splitting the operation out into different account codes with a carryover account could remedy the concerns. An analysis was conducted concluding that the excess revenue would allow it to support itself without a burden on the tax levy. The long term support budget was removed in 2012. Excess funds would be used primarily for capital improvement. The practical cents department number 50 separates the different programs from one another. The building was purchased via a note that the County paid off, but the department is paying the county back. Practical Cents is classified as a service provider, not a profit enterprise. The objective is to provide vocational training, to provide community clinical services, give opportunity to experience works individuals and allow volunteerism.

Establish a resolution to create carryover, per section 15.02 of the administrative policy, will work with 2013, starting with 2012 excess in December of \$44,893.43. Motioned by Sebastiani/Kotlowski to approve carryover line with resolution to include 2012 money and moving it into 2013. Motion carried by unanimous voice vote. The committee wants the resolution prior to the meeting, sent as a draft.

Item #21: Discuss and/or act on refinancing 2007 debt. Mike Harrigan was on the phone at 8:41 a.m. Mike explained the memo dated May 10, 2013. The process associated to refinancing: Escrow until call date with interest earnings to be paid, they keep \$3,713 annually, net savings \$13,000 - \$18,000 per year over the remaining life of 27 years of the bond. A total savings of \$222,927, net present value worth \$190,341 in today's money. 2% at least of principal being refunded, having 5.83%, which is very good. Options of method of non-rated basis sale are as follows: work thru the banker's bank in Madison; purchase entire issue on regular sale basis, portions of issue to local banks 1st; or formal competitive sale of bond. Options of method of rated basis sale are as follows: put out solicitation of bids/banks/underwriter/Midwest – good method to completion, helps with interest rate; bond rated by Moody's Investor Service fee is \$10,000 in addition to fees listed on sizing sheet, page 1, only reason to do this is for a better interest rate + (A1)(A2) range opportunity to reduce 20-25 interest points equals ¼ of 1%, \$20,000 equals 20 basis points for the life of it. Net \$12,000 - \$13,000 present value benefit. Need to prepare initial statement which takes 1 ½ weeks. Adopt initial resolution authorizing to proceed, 2 weeks negotiated, 4 weeks competitive sale.

The committee's consensus is to keep it local. Motioned by Djumadi/Babcock to go forward with refinancing of the 2008 GOB as suggested by Ehlers. Motion carried by unanimous voice vote.

County Clerk office activities update is that business is as usual.

Item #22: Discuss and/or act on potential resolution related to legislative proposal restricting county board budget. Larson will bring a resolution to oppose restricting the county board budget to the next committee meeting.

Fred Nickel present at 9:10 a.m.

Item #10: Discuss and/or act on Resolution for Petenwell/Castle Rock County Park development/improvement projects. Nickel informed the committee he had addressed all concerns regarding the cost benefit analysis, with Larson. Larson was satisfied with this analysis.

Update on fund balances for Petenwell and/or Castle Rock County Parks are \$17,000 in the black as of May 1, 2013.

A resolution to continue with recreational projects and to apply for grant and transfer of funds was handed out. The resolution was reviewed by corporation counsel. Nickel explained that there are grant funds available in the amount of \$1,800,000. 20-40 counties apply for these grant funds. If grant funds were received by Adams County, the money would be used for Petenwell first. Attachments to the resolution were handed out last month with details. Larson indicated the profited revenue/expense stated appeared to be

reasonable and would sustain the expansion projects. Djumadi questioned whether there were problems with water quality and if that would turn people away. Nickel said that it is not as bad as it has been in the past. Nickel said that the more you publicize warnings, the more liability this will create. He stated that High Cliff State Park does not publicize warnings like this.

Questions related to Item #11: Update on Monroe Roads came up. Nickel explained that the Town of Monroe received a letter from the Parks Committee, speaking of the use of sales tax money from July or August. However, the parks user revenues would be option B, but it has to pass Parks Committee first. Previous actions were taken by the county related to the Harbor Refuge upgrade and Big Horn where the county paid for initial planning, however it went no further, as there was no money. It was explained that no other counties give money for the roads. In 1998, a resolution went before county board as proposing allocation of moneys for that road, however it was defeated. There are grants available which have been forwarded to the town chair, encouraging application of funds. The GTA calculations are reimbursement for the roads. Djumadi is concerned that Blackhawk wasn't fixed appropriately the 1st time and the roads deteriorated fast because of that. Initial resolution submitted for recreation project needs modification.

Motioned by Djumadi/Kotlowksi to take a 3 minute recess at 9:42 a.m. Motion carried by unanimous voice vote. Meeting was called back to order at 9:47 a.m. All present.

Jani Zander present. Zander gave a financial report. Zander said 15 tax searches remained on unpaid taxes. Around 300 remaining, financial was handed out.

Dawn McGhee present. McGhee reported that there were long distance problems with the AT&T change over, CenturyLink, circuit board issues were having busy signals. ADRC – 1st meeting program. 4 laptops paid for by ADRC money and used by the consortium, and 7 desktops to ADRC, 3 to Aging were supplied, 1 per worker, all of which were paid for by levy dollars. 2 additional desktops remain, the financial report was handed out. Djumadi had questioned the number of computer components being distributed; weren't they to be paid for by the ADRC funding sources?

Item # 10: Motioned by Babcock/Sebastiani to approve second amended resolution as presented. Motion carried by unanimous voice vote. Voting yes, Babcock, Sebastiani, Kotlowski and West. Voting no, Djumadi.

Administrative Coordinator/Director of Finance office activities update. Audit completed, journal entry received, challenges in audit. The department is to address issue related to standard procedures internally and externally. Fixed assets is an area where 2 employees will be going thru training, which will be provided by Schenck. The department needs to double check verification of year end journal entry for Health & Human Services, as there were issues this year. New reporting from state level on how Health & Human Services caused issues. Health & Human Services year end reconciliations were due in March but were not complete. There is a need for constant improvement. Djumadi stated that Health & Human Services did not bill out quickly to recapture state reimbursement and insurance. There is a real concern regarding the deadline to recoup. Djumadi would like to see a more proactive stance rather than reactive.

GIS – the plat book contract with 4H and the county has been terminated by mutual agreement. Air photos done by USDA will not be completed. With no updated photos available the data would be outdated. The transition of GIS is taking longer than expected, but things are progressing.

Safety update: 2 different vendors came 2 months apart, a survey/summary was distributed to the committee that was compiled by the Administrative Coordinator/Director of Finance office. Finance would like the survey forwarded to the Safety Committee.

Department presentation will be given on conflict resolution on 5/22/13 at 8:15 a.m. at the department head meeting. County board members are requested to attend. There will be a Paid Time Off presentation as well.

Sales tax audit updated: Parking fee collected for vehicles at the airport are taxable. Ankle electronic monitoring is taxable. The calculation will be based on a 4 year look back. Huber sales tax calculation is incorrect. Since 2009 the law indicates that if you have a sales tax id, the sale of vehicles must include the sales tax from the purchaser.

No update on the contingency general fund balance, however next month a report will be submitted to reflect 1/1/13 balances. The 2012 sales tax ending balance is \$874,469.00. Sales tax of \$78,865.00 for April. April cash reconciliation was handed out. Skyward update by Djumadi is that the appeal was not accepted; the claim of an error in the bidding process was denied. The appeal revolves around moving the business out of state. Skyward in-house training would cost \$1,500 per day.

Motioned by Djumadi/Kotlowski to approve the check register. Motion carried by unanimous voice vote.

Update on NACO: Approximately 30 participating; it was suggested to obtain promo kits to reinvigorate the concept/program. There is a dental plan, however, it doesn't appear to be advantageous.

Items on next agenda:

Discuss and/or act on County Board Rules, clarifications of rules;

RMM cost support resolved;

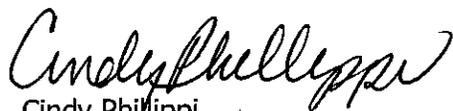
Cost in 2012 – customer service desk;

Cost in 2013 – help desk/support.

Next meeting date: June 10th at 8:00 a.m.

Motioned by Kotlowski/Sebastiani to adjourn at 11:17 a.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Recording Secretary

These minutes have been approved.

Adams County Airport Commission
Minutes for the May 13, 2013 Meeting

Call to Order: Meeting was called to order by Chairman B. Miller at 7:00PM.

Roll Call: M. Bourke, J. Reuterskiold, S. Pollina, J. Kotlowski, and B. Miller. Also in attendance were M. Scott, airport manager, and S. Sundsmo, grounds keeper.

Audience: Mike Hartz, hangar owner, and Pat Kafer, Stone Aerial Applicator Service.

Was the meeting properly announced? Yes

Approve Agenda: Motion by Bourke, Second by Kotlowski to approve the agenda. All voted aye, motion carried.

Approve the Minutes for April 8, 2013: Motion by Reuterskiold, Second by Pollina to approve the minutes. All voted aye, motion carried.

Airport Managers Report:

Review Correspondence:

Scott received an email from Aviation Management Consulting Group seeking his participation in a survey regarding Residential Through the Fence Operations (RTTF). The survey will be used to create guidelines for airports to use in managing the RTTF operations which are expected to be completed in 2014.

The FAA, in a letter dated 05/01/2013, changed the dates of its upcoming Exercise NORTHERN LIGHTNING by two weeks. The planned exercise dates are not August 6-16, 2013. Scott will post the letter at the Welcome Center.

Adams County has been audited by the Department of Revenue and some question was raised as to whether aircraft tie down fees were subject to sales tax. In a back and forth with the DOR, it was determined they are subject to tax. Scott was unaware of any other airport that paid tax on tie down and auto parking fees despite a survey of surrounding airports. Regardless, the Director of Finance is working on a system to follow for submission of the tax.

Financial/Review Monthly Check Summary:

Scott passed around the monthly check summary and expenses for April. With 33% of the year having passed there is just one account that is over that amount, Gas-Vehicle is at nearly 51% due to the amount of snow this past winter. However, according to Scott, the lack of activity in May is expected to bring that category back into line.

Fuel Report:

Scott reported that the 1st Quarter fuel tax returns have been filed with total sales for the quarter of 758 gallons. This compares poorly with last year at 805 gallons,

Adams County Airport Commission
Minutes for the May 13, 2013 Meeting

thought to be the worst 1st Quarter in the past 15 years. The best 1st quarter, according to Scott, was in 2007 when 6931 gallons were sold.

Current Airport Improvement Program – Update:

There is nothing new to report according to Scott. In a conversation with an engineer with Mead & Hunt it was expressed that they are moving ahead with plans to begin construction on the second half of the runway this fall.

Discuss and Act on Termination of Lease for Lot H-1:

Scott reported one lease remains unpaid despite demands for payment and termination appears to be the last resort. Scott read to the commission the default procedures from the minimum standards for the airport. Discussion followed that all attempts at collection had failed and there was little choice. Motion by Bourke to terminate the lease for hangar lot H-1. Second by Pollina. All voted aye, motion carried.

Discuss and Act on Request from Stone's Aerial Applicator Service:

Scott introduced Pat Kafer from Stone's Aerial Applicator Service to address the commission. Locations for operating is aircraft and responsibilities were discussed using the minimum standards as a guide. Mr. Kafer was presented with a copy of a lease and its terms were discussed. The lease, according to Scott, will require Corp. Counsel approval prior to its execution. Motion to grant a one year commercial lease as presented, subject to Corp. Counsel approval made by Reuterskiold. Second by Bourke. All voted aye. Motion carried.

Motion by Kotlowsk, second by Pollina to accept the managers' report. All voted aye, motion carried.

Grounds Keeper Report:

Sundsmo reported the cold from the previous night caused a water line to split but the repairs were swiftly made this morning. Everything else is fine and ready to beginning grass cutting operations when necessary.

Motion by Bourke, Second by Pollina to accept the groundskeepers report. All voted aye, motion carried.

Audience Comments: Mike Hartz, hangar owner, asked when the sod runway will be open. According to Scott, there has been some erosion over the winter and spring which has been repaired but as to when it opens will depend on how fast the grass grows. Sundsmo reported that the local Experimental Aircraft Association will be conducting a work bee next week end to spread some dirt and seed to help promote growth.

Adams County Airport Commission
Minutes for the May 13, 2013 Meeting

Next meeting set for June 10, 2013 at 7PM at the Welcome Center.

There being no further business a motion was made by Pollina to adjourn. Second by Kotlowski. All voted aye, motion carried. Meeting was adjourned at 7:35 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'M. Scott', with a long horizontal flourish extending to the right.

Michael L. Scott,
Airport Manager



MEETING MINUTES

Central Wisconsin Community Action Council, Inc. Board Meeting Proceedings

Meeting Date: April 26, 2013

Place: CWCAC, Inc. Headquarters
1000 Highway 13
Wisconsin Dells, WI 53965

Board Members:

Present: Bill Gomoll, Rocky Gilner, John Atkinson, Muriel Harper, Jim Layman, Dave Singer, Charlie Krupa, John Wenum, Joan Smoke, and John Earl

Absent: Sandy Wormet, Bob McClyman, Scott Beard, Denise Herbst, and Kristine Koenecke

Unexcused Absence: None

Staff Present: Craig Gaetzke, Susan Tucker, Jim Dahlke, and Lisa Williams

Guests: None

Opening

1. Motion was made by Bill Gomoll to adopt the agenda. Seconded by Joan Smoke. Passed unanimously. MOTION CARRIED.

Motion was made by Jim Layman to adopt the February 27, 2013 meeting minutes. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

After the Pledge of Allegiance, John Earl asked all to remain standing to observe a moment of silence to honor those men and women serving in our armed forces around the world. John welcomed guests Craig Gaetzke, Susan Tucker, Jim Dahlke, and Lisa Williams.

2. President Comments

John mentioned we are celebrating the 10 year anniversary of our Wisconsin Dells building today. The PBP Committee is still very involved with planning for the Necedah senior housing project, Rolan's Senior Village. Planning for "Lot 2" is also underway. The financial audit by WIPFLI will begin next week with anticipation of another fine report. The Glenville Timberwrights visit went well. The election of officers will take place at our meeting in June. Kristine Koenecke has resigned her position on the board due to the demands of her current job.

After discussion, motion was made by John Wenum to amend the agenda, Letter D to include "Letter of Resignation - Kristine Koenecke &

Appointment of New Board Member - Renee Greenland". Seconded by Joan Smoke. Passed unanimously. MOTION CARRIED.

Motion was made by John Wenum to accept Renee Greenland as the new Low-Income Representative for Sauk County replacing Kristine Koenecke. Seconded by Bill Gomoll. Passed unanimously. MOTION CARRIED.

3. Executive Director's Report

Fred welcomed Renee as a new board member and expressed gratitude to the board and managers for their support. In preparation for the 10 year building anniversary, managers prepared informal presentations being displayed in the board room describing the services we provide. We will be having a cookout and a short ceremony including celebrating the service of all our volunteers. Information was presented detailing the President's CSBG budget cut proposal which would have a tremendous negative impact on Community Action Agency programs.

Motion was made by Bill Gomoll to approve the Executive Directors Report of April 26, 2013. Seconded by Joan Smoke. Passed unanimously. MOTION CARRIED.

4. Budget & Finance Report

Jim Dahlke presented the Budget & Finance Report which included equity positions in each of our buildings based on the original cost. The current equity positions reflected: Wisconsin Dells building - \$390,419; Adams building - \$71,015; Beaver Dam building - \$70,928; Portage building - \$7,691; Holly Heights - \$628,356; Kirk-Wood - \$435,804; Pine Grove - \$332,883; Wood Hollow - \$432,568; Wyona-Lake - \$27,771; and total for all properties - \$2,427,739.

Motion was made by John Atkinson to approve the Budget & Finance Report of April 26, 2013. Seconded by Charlie Krupa. Passed unanimously. MOTION CARRIED.

5. Committee Reports

a. PBP Committee

Bill Gomoll asked board members to review the PBP Committee report of March 8, 2013. Bill Gomoll called the meeting to order and roll call was taken with seven members present. Motion passed by unanimous vote approving the agenda and minutes of the February 8, 2013 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. Fred reported the agency will be submitting five Federal Home Loan Bank Grant Applications requesting

funding for projects including well/septic replacement, homebuyer assistance, housing accessibility, home rehab, and weatherization deferrals. The Senior Housing Needs Survey is progressing with a public meeting scheduled. Fred discussed an opportunity to manage the Community Development Block Grant for the City of Columbus. Joan Smoke mentioned the grant application for a new Transitional Housing Project on Vine Street in the Dells was submitted by Stepping Stones. Our agency is a partner in support of the project. Committee members discussed the March 8th Finance Report which included information on equity on all our properties and growth of the properties from 2010 to 2012. The next meeting will be held on April 12, 2013.

Bill Gomoll asked board members to review the PBP Committee report of April 12, 2013. Bill Gomoll called the meeting to order and roll call was taken with eight members present. Motion passed by unanimous vote approving the agenda and minutes of the March 8, 2013 PBP Committee meeting. Ed presented the report on buildings maintenance and repairs. Fred mentioned that after our meetings today we will travel to Glenville Timberwrights in Baraboo for lunch and a tour. Annual submission of Property Tax Exemption requests has been completed for our apartment buildings. Fred reported we currently make annual Payments in Lieu of Taxes of \$1,600 for Wyona Lake Apartments and \$5,000 for Pine Grove. After discussion motion was approved by unanimous vote to review the annual PILOT payment with the City of Adams for a possible reduction. Fred reported we nominated Carla Lafferty for the Self-Sufficiency Award through WISCAP. The HOME grant application for Rolan's Senior Village will be submitted in April and the Federal Home Loan Bank Grant is due in June. After discussion, motion was approved by unanimous vote to request \$6,000 per unit on the FHLB grant application. Publicity and site engineering activities are continuing regarding the Senior Housing Project on Lot 2. Renee reported the warming center in Baraboo was at maximum capacity and her desire to volunteer there; she also provided positive feedback on the Board/Fundraising Seminar recently attended. The next meeting will be held on May 10, 2013.

Motion was made by John Atkinson to accept the PBP Committee reports of March 8, 2013 and April 12, 2013. Seconded by Renee Greenland. Passed unanimously. MOTION CARRIED.

b. EPF&A Committee

John Earl asked board members to review the EPF&A Committee report of March 8, 2013. John Earl called the meeting to order

and roll call was taken with five members present. Motion passed by unanimous vote approving the agenda and minutes of the February 8, 2013 EPF&A Committee meeting. Motion passed by unanimous vote to go into Closed Session to discuss personnel issues. The committee resumed in Open Session. Jim presented the Finance Report including information on equity of all our properties and growth of the properties from 2010 to 2012. There are minimal building vacancies. The new Sage Accounting Software is working quite well and will help track any late payments. Motion was approved by unanimous vote to accept the Finance Report. Committee members discussed the updated Strategic Plan and will continue to review and consider for future discussion. Committee members reviewed the Board Duties & Functions Assessment including how the form will be completed and how issues will be addressed arising from the assessment. The Wisconsin Delis Building 10 year Anniversary Celebration & Rededication will take place immediately following the board meeting being held on Friday, April 26, 2013. The next meeting will be held on April 12, 2013.

John Earl asked board members to review the EPF&A Committee report of April 12, 2013. John Earl called the meeting to order and roll call was taken with four members present. Motion passed by unanimous vote approving the agenda and minutes of the March 8, 2013 EPF&A Committee meeting. Fred reported we may be experiencing staff hour reductions after our budgets review. Jim presented the Finance Report including agency assets as of December 31, 2012. The financial audit with WIPFLI will take place next week. The 10 Year Anniversary Building Re-Dedication/Celebration is progressing well. The 14th Annual Golf Classic is scheduled for Thursday, June 13th; all board members are welcome. A fundraiser was recently held for the Rio Food Pantry raising approximately \$4,000. New Beginnings Homeless Shelter in Beaver Dam is running well with approximately \$46,000 in their account and board members doing periodic fundraisers throughout the year. Fred reported that WISCAP is planning a 50th anniversary of the Economic Opportunity Act which will be held in 2014. The WISCAP Annual Meeting is being held on May 1st & 2nd in Madison; board members are welcome to attend. The next meeting will be held on May 10, 2013.

Motion was made by Muriel Harper to accept the EPF&A Committee reports of March 8, 2013 and April 12, 2013. Seconded by Jim Layman. Passed unanimously. MOTION CARRIED.

6. Program Reports

- a. Weatherization
- b. Homeless
- c. Hunger Reduction
- d. Employment & Training
- e. Business Development

Craig Gaetzke reported we on track with the Weatherization contract. Total clients served were 209 including 393 audits done and a service goal of 225. To date 139 freezers/refrigerators, 67 furnaces, 45 water heaters, and 65 windows were installed. Detail was also provided on the Home Rehab Programs, and status of the Community Development Block Grant, Community Development Block Grant - Emergency Assistance Program, Apartment Rentals, and WETAP Car Loan Program. Susan Tucker presented the Homeless Unit Report. We were awarded some extra funding from Dodge County United Way and the Emergency Shelter Program to help out with rental assistance. Since the inception of the Project Chance Program in 2004, 440 clients have been served. The Beaver Dam Homeless Shelter continues to be busy. Lisa Williams presented the Hunger Reduction Program Report. There was a 5% decrease in households served in 2013 over 2012 corresponding with a 35% increase in donated and/or purchased foods and a 9% increase in the USDA commodities. There was a less than 1% decrease in households served in 2013 over 2012 corresponding with a 78% increase in donated and/or purchased food and a 13% increase in USDA commodities received. We currently have 106 Section 8 vouchers in place and are fully leased up according to our budget appropriation.

Motion was made by Jim Layman to accept the Weatherization, Homeless, Hunger Reduction, Employment & Training, and Business Development Reports of April 26, 2013. Seconded by Joan Smoke. Passed unanimously. **MOTION CARRIED.**

7. **Old Business**

None

8. **New Business**

Motion was made by Joan Smoke to approve the motion which reads, "Conforming to US Department of Housing & Urban Development (HUD) rules and regulations for Fair Housing & Reasonable Accommodations, Central WI Community Action Council, Inc. Board of Directors, upon recommendation of the Executive, Personnel, Finance, & Audit Committee, endorses and approves the attached policy and directs that each resident of Wyona Lake Apartments receives a copy; and that a copy be posted at the apartment management office at Wyona Lake Apartments." After discussion, seconded by Bill Gomoll. Passed unanimously. **MOTION CARRIED.**

9. **Next Meeting**

Wednesday, June 12, 2013 @ 10:00 a.m.

10. Adjourn

John Wenum made a motion to adjourn. Seconded by Joan Smoke. Passed unanimously. MOTION CARRIED.

Signed by:

Fred Hebert
Fred Hebert, Executive Director

5-21-13
Date

ADAMS COUNTY BOARD OF SUPERVISORS MEETING MINUTES
Adams County Board Room, May 21st, 2013 5:00 p.m.

Meeting was called to order by Chairman West at 5:10 p.m.
The meeting was properly announced.
There was a moment of silence followed by the Pledge of Allegiance.

Roll Call of Supervisors: Dist. #01-Glenn Licitar; Dist. #02-Rocky Gilner; Dist. #03-Larry Babcock; Dist. #04-Al Sebastiani; Dist. #05-Jerry Kotlowski; Dist. #06-Dean Morgan; Dist. #07-Joseph Stuchlak; Dist. #08-James Bays; Dist. #09-Patrick Gatterman; Dist. #11-Robert Eggebrecht; Dist. #13-Florence Johnson; Dist. #14-Marjorie Edwards; Dist. #15-Jack Allen; Dist. #16-Bill Miller; Dist. #17-Lori Djumadi; Dist. #18-John West; Dist. #19-Terry James; Dist. #20-Paul Pisellini. **Excused:** Dist. #10-Jake Roseberry; Dist. #12-Heidi Roekle. SAYL students Present: Feldner, Theisen

Motioned by Bays/Stuchlak to approve the agenda. Motion carried by unanimous voice vote.

Andy Phillips provided training on the roles and responsibilities of the County Board Supervisors.

Present: Dist. #10-Jake Roseberry at 5:40 p.m.; Dist. #12-Heidi Roekle at 6:08 p.m.

Motioned by Bays/Djumadi to go into closed session at 6:30 p.m. Motion carried by roll call vote, 20 yes.
Motioned by Kotlowksi/Sebastiani to go into open session at 6:57 p.m. Motion carried by unanimous voice vote.

Recess: Motioned by Allen/Djumadi to recess at 6:57 p.m. Motion carried by unanimous voice vote.

Reconvene: Meeting called back to order by Chairman West at 7:04 p.m. 20 present. SAYL students present.

Motioned by Licitar/Bays to approve the April 16, 2013 minutes. Motion carried by unanimous voice vote.

Public Participation: Barbara Weade, Tyler Grosshuesch present to speak in favor of Res. #35 To approve and adopt the Adams County Bicycle and Pedestrian Plan.

Announcement of Meetings, Report of Supervisors Claims read by the County Clerk, and appoint six (6) Supervisors to approve claims Djumadi, Edwards, Eggebrecht, Gatterman, Gilner and James.

Claims: None

Correspondence: None

Appointments: Motioned by James/Sebastiani to approve the following appointments as a group, appoint Diane Cable (Director) to Long Term Support Advisory replacing Janet Wimmer; appoint Diane Cable to Ethics replacing Janet Wimmer; appoint Donna Richards to Long Term Support Advisory and Nutrition Advisory replacing Carol Johnson; appoint Mark Klaus (Police Chief City of Adams) to Traffic Safety; appoint Tony Kemnitz (Department of Transportation) to Traffic Safety; Rhae Stertz (Wisconsin State Patrol) to Traffic Safety; Adam Grosz (Chief of Police Town of Rome) to Traffic Safety; appoint Jani Zander (Treasurer) to Land Information; Jon Galloy (GIS Technician) to Land Information; appoint Melinda Rhinehart (Medical Center) to Long Term Support Advisory replacing Wendy Koble/Fran Schmidtke. Motion carried by unanimous voice vote.

Unfinished Business: None

Reports and Presentations: Administrative Coordinator/Director of Finance report was submitted in the board packet. A report from RIDC was handed out. Daric Smith was not in attendance. Motioned by Bays/Eggebrecht to approve the Highway annual report. Motion carried by unanimous voice vote. Motioned by Bays/Pisellini to approve the Fair board report. Motion carried by unanimous voice vote. Motioned by Djumadi/Pisellini to approve the Town of Rome Ordinance No. 13-02 amendments chapter 10 Zoning, chapter 17 Land Division. Motion carried by unanimous voice vote. SAYL students, Stacey Feldner and Nick Theisen gave a brief presentation to thank the County Board Supervisors. Pisellini requests that Daric Smith to coordinate with Trappers to come for a presentation.

Resolutions:

Res. #33: Motioned by Eggebrecht/Djumadi to adopt Res. #33 to provide for the sale of approximately \$3,670,000 General Obligation Refunding Bonds. Motion to adopt Res. #33 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #34: Motioned by Allen/Djumadi to adopt Res. #34 to recognize Dana Henriksen's retirement on May 31, 2013, and honor her 23 years of service to Adams County Health and Human Services Department. Motion to adopt Res. #34 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #35: Motioned by Johnson/Pisellini to adopt Res. #35 to approve and adopt the Adams County Bicycle and Pedestrian Plan. Motion to adopt Res. #35 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #36: Motioned by Djumadi/Roekle adopt Res. #36 to participate in the Wisconsin Strategic Prevention Framework Partnership for Success II Project Grant. Motioned by Djumadi/Allen to *amend the following paragraph* of Res. #36 to read **WHEREAS:** ~~Adams County anticipates receiving SPF PFS II Grant for fiscal year 2013 in the amount of \$112,889 which will be drawn against through 2015 to fund the new and previously unbudgeted contracted Prevention Educator Position; and Adams County Anticipates receiving SPF PFS II Grant for fiscal years 2013-2015 in the amount of \$112,889 annually. These funds will be drawn against through 2015 to fund the new and previously unbudgeted contracted Prevention Educator Position; and also amending the following paragraph to read~~ **WHEREAS:** ~~A new non-lapsing account must be established for receipt and administration of said funds through 2015; Two non-lapsing accounts must be established for receipt and administration of said funds through 2015; also amending the following paragraph to read~~ **BE IT FURTHER RESOLVED:** ~~That non-lapsing account number 240E36-54323 (existing Outpatient AODA Services account code) with a 122 project code to be established for receipt and administration of said funds through 2015, the end of the grant period; and That 2 non-lapsing accounts numbers 240R36 43637 with project code 122 and 240E36 54323 (existing Outpatient AODA Services account code) with a 122 project code, both to be established for receipt and administration of said funds through 2015, the end of the grant period; and. Motion to~~ *amend* Res. #36 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #36 carried by roll call vote, 19 yes, 1 no. Voting no, Roseberry. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #37: Motioned by Eggebrecht/Djumadi to adopt Res. #37 to enter into a two (2) year service agreement with Solarus for DSL/High Speed Internet Service at Petenwell and Castle Rock Parks. Motion to adopt Res. #37 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #38: Motioned by James/Roekle to adopt Res. #38 to authorize the Administrative Coordinator/Director of Finance to act on behalf of Adams County to apply for \$83,103.80 from the WDNR Lake Protection Grant Program for the purpose of meeting the state mandated requirement of offering financial assistance to agricultural producers for the implementation of nutrient management plans in the Tri-Lakes (Arrowhead, Sherwood and Camelot Lakes) Watershed which will reduce nutrients entering into the Tri-Lakes. Motioned by James/Sebastiani to *amend* Res. #38 INTENT & SYNOPSIS: ~~\$83,103.80~~ \$83,092.10 *and amend* FISCAL NOTE: ~~cost grant and \$44,748.20~~ \$44,741.90 *and amend* NOW THEREFORE, BE IT RESOLVED: ~~\$83,103.80~~ \$83,092.10 *and amend* BE IT FURTHER RESOLVED: ~~\$44,748.20~~ \$44,741.90. Motion to *amend* Res. #38 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #38 carried by roll call vote, 19 yes, 1 no. Voting no, Bays. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #39: Motioned by Roekle/Stuchlak to adopt Res. #39 to authorize the Adams County Land and Water Conservation Committee to annually apply for Soil and Water Resource Management Grant Program and Nonpoint Source Program funds from Wisconsin Department of Agriculture, Trade and Consumer Protection (WDATCP). Motion to adopt Res. #39 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #40: Motioned by Eggebrecht/Pisellini to adopt Res. #40 to increase the present LTE and On-call positions to a full-time Training Specialist position at Practical Cents. Motioned by Djumadi/Allen to *amend the title* of Res. #40 to read ~~RESOLUTION TO INCREASE PRACTICAL CENTS TRAINING SPECIALIST LTE SUMMER POSITION TO FULL-TIME POSITION~~ RESOLUTION TO INCREASE THE PRACTICAL CENTS TRAINING SPECIALIST – LTE SUMMER POSITION TO A REGULAR FULL-TIME POSITION *also amend following paragraph* to read INTENT & SYNOPSIS: ~~To increase the present LTE and On-call positions to a full-time Training Specialist position at Practical Cents. To increase the current LTE summer position to a regular full-time Training Specialist position at Practical Cents. Also amend the following paragraph to read~~ WHEREAS: ~~The Training Specialist position currently has 2.5 employees, and one LTE Summer position. The present supervision of clients has increased to 32 client employees. The staff are responsible for employment training, supervising, and providing for their personal care needs; and Practical Cents currently employees 2.5 Training Specialists and one LTE summer position. The present supervision of clients has increased to 32 client employees. The staff are responsible for employment training, supervising, and providing for their personal care need; and.~~ Motion to *amend* Res. #40 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion to adopt *amended* Res. #40 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #41: To provide a more complete and accurate method of determining high capacity well permits in a manner that will protect Wisconsin's surface and/or ground waters for the use of all. Pulled and sent back to committee for amendments.

Res. #42: Motioned by Eggebrecht/Pisellini to adopt Res. #42 for continuing construction of Adams County Castle Rock Park Campground development and Petenwell Park Campground Development. Motioned by Johnson/Licitar to *amend* Res. #42 by striking the word *visitor* in line 86. Motion to *amend* Res. #42 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motioned by Bays/Edwards to table *amended* Res. #42 until the next meeting. Motion to table *amended* Res. #42 failed by roll call vote, 6 yes, 14 no. Voting yes, Bays, Djumadi, Edwards, James, Morgan and Roseberry. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motioned by Roekle/James to *twice amend* Res. #42 by striking ~~\$699,565.00~~ and adding \$669,565.00 in line 17 *and* striking ~~\$1,399,873.00~~ and adding \$1,399,872.00 in line 83. Motion to *twice amend* Res. #42 carried by roll call vote, 19 yes, 1 no. Voting no, Bays. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motion

to adopt *twice amended* Res. #42 carried by roll call vote, 15 yes, 5 no. Voting no, Bays, Djumadi, Morgan, Roseberry and West. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #43: Motioned by Allen/Johnson to adopt Res. #43 to amend the Adams County Employee Handbook as follows: Chapter 1, Section 1.04 and 1.07 – Position Categories. Motioned by Roekle/Djumadi to *amend* Res. #43 by striking Chapter 3 Section 12, Chapter 6 Section 8, Chapter 8 Section 1.03. Motion to *amend* Res. #43 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote)) Motioned by Eggebrecht/Djumadi to table *amended* Res. #43 until the next County Board meeting. Motion to table *amended* Res. #43 carried by roll call vote, 17 yes, 3 no. Voting no, Babcock, James and Roseberry. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #44: Motioned by Johnson/Bays to adopt Res. #44 to create two Limited Term Employee positions in the Highway Department. Motion to adopt Res. #44 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Res. #45: Motioned by Kotlowski/Pisellini to adopt Res. #45 development and maintenance of State funded and/or County sponsored snowmobile and ATV/UTV trails. Motion to adopt Res. #45 carried by roll call vote, 20 yes. (SAYL students 2 yes, Theisen, Feldner. (non-binding vote))

Ordinances: None

Denials: None

Petition: None

Motioned by Edwards/Miller to approve claims. Motion carried by unanimous voice vote.
Motioned by Bays/Miller to approve per diem and mileage. Motion carried by unanimous voice vote.
Motioned by Johnson/Roekle to have the County Clerk correct any and all errors and to read back at the next meeting if so requested. Motion carried by unanimous voice vote.

Set next regular meeting date: June 18, 2013 at 6:00 p.m.

Motioned by Roekle/Djumadi to adjourn the meeting at 8:25 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,



Cindy Phillippi

Adams County Clerk

These minutes have not been approved.

**Adams County Ethics Board
February 18, 2013
2:00 p.m. – Conference Room A-260**

Minutes

The meeting was called to order by Barb Waugh, Deputy County Clerk, at 2:00 p.m. The meeting was properly announced, per Diane Heider, Legal Secretary for Corporation Counsel. Diane Heider acted as acting recording secretary of the meeting until the Recording Secretary of the Ethics Board was appointed.

Nick Segina commenced videotaping prior to the meeting.

Ethics Board members present were:

Marjorie Edwards, Terry Fahrenkrug, Janet Wimmer, Paul Pisselini and Thomas Croke.

Others present:

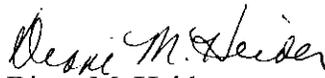
Attorney Dean Dietrich, investigator of Dehmlow's Ethics Complaint; Attorney John R. Albert, representing the Ethics Board; Frances Dehmlow, Complainant; Nick Segina, Darcie Beckman, Supervisor Joe Stuchlak, and Supervisor Terry James.

Edwards nominated Croke as Chair of the Ethics Board, seconded by Wimmer. Upon unanimous voice vote, Croke acted as the Chair of the Committee. Deputy County Clerk Barb Waugh was excused from the meeting.

Motion by Edwards, seconded by Pisselini, to approve the Agenda. Motion carried by unanimous voice vote.

Pisselini nominated Wimmer as Secretary of the Board, seconded by Croke. Upon unanimous voice vote, Wimmer acted as Secretary of the Board.

Respectfully submitted,


Diane M. Heider
Acting Recording Secretary

THESE MINUTES BEEN APPROVED BY THE ETHICS BOARD

Adams County Ethics Committee
February 18, 2013
2:00 pm – Conference Room A-260

Minutes – Following election of Recording Secretary

A letter was presented to the Ethics Committee and Attorney Dean Dietrich from Darcie L. Beckman, Reporter for the Adams Times-Reporter requesting that the session of the day as scheduled, February 18, 2012, remain in open session. Attorney Dietrich responded to the letter with a recommendation to the Committee to move forward in closed session. The Committee Chairperson, Attorney Thomas Croke responded that the Committee would convene in closed session.

A request was made of the Committee that Corporation Counsel John R. Albert and Attorney Dean Dietrich remain in the closed session. Motion from Fahrenkrug, seconded by Edwards to allow Albert and Dietrich in closed session. Motion carried by unanimous voice vote.

Fran Dehmlow, Complainant requested that she be allowed a representative in the meeting. The right to have a representative with Ms. Dehmlow was confirmed by Atty. Dietrich. Ms. Dehmlow indicated that Nick Segina would remain with her in the closed session as her representative.

Mr. Segina requested of the Committee that he be allowed to video tape the closed proceedings in order to provide accurate documentation in lieu of the Recording Secretary. Mr. Segina made assurances that the video tape of the closed session would not be shared. Atty. Dietrich indicated that Mr. Segina could only video tape the closed session if he was willing to turn over the tape to the Ethics Committee as it was a closed session. Mr. Segina rejected this option and was asked to remove the video camera from the room which he did.

County Board Supervisor Joe Stuchlak made a request that he and Supervisor Terry James, as members of the County Board be allowed to remain in the closed session. Atty. Dietrich denied this request as the closed session was closed to all public, including County Board Supervisors.

A motion was made by Wimmer that the Ethics Committee convene in closed session per Wis. Stats. §19.85 (1), seconded by Pisselini. Motion carried by unanimous voice vote. All persons in attendance at the meeting were asked to leave the room and the closed session commenced.

At approximately 4:35 pm a motion was made by Edwards, seconded by Fahrenkrug to reconvene in open session. Motion carried by unanimous voice vote.

Following reconvening in open session, with no additional persons present, a motion to adjourn was made by Pisselini, seconded by Fahrenkrug. Motion carried by unanimous voice vote.

The next meeting of the Ethics Committee will be held on March 11, 2013 at 2 pm in Room A260 of the Adams County Courthouse.

Respectfully submitted,



Janet A. Wimmer
Recording Secretary

THESE MINUTES HAVE

BEEN APPROVED BY THE ETHICS COMMITTEE

**Adams County Ethics Committee
March 11, 2013
2:00 pm – Conference Room A-260**

Minutes

The meeting was called to order by Chairperson Tom Croke at 2:06 pm. The meeting was properly announced, per Janet Wimmer, Recording Secretary. Roll call was taken; all members were present, Marjorie Edwards, Terry Fahrenkrug, Paul Pisellini, Thomas Croke and Janet Wimmer.

Meeting minutes from the February 18, 2013 minutes were presented. A motion to approve the minutes as presented was made by Pisellini, seconded by Edwards. Motion passed by UVV.

The minutes were questioned by Mr. Nick Segina asking if outside counsel was an investigator. Chairperson Croke responded that Atty. Dietrich is outside counsel and he was asked to investigate matters specific to the complaint.

Mr. Segina indicated that there was nothing in the minutes that reflect Corporation Counsel Jack Albert being requested to leave the last meeting due to a possible conflict of interest. Mr. Segina asked if this issue will be addressed in the minutes.

No motion from the committee was forthcoming to amend the minutes as presented.

Outside Counsel Attorney Dean Dietrich dialed in and is appearing by phone.

Atty. Dietrich indicated he ethics committee should convene in closed session regarding the complaint that is currently under consideration. The ethics ordinance indicates that the process should be kept confidential unless the subject of the complaint asks that the meeting be held in open session. Atty. Dietrich responded to a letter received from the Adams Times Reports questioning various points of the ordinance that all be held in open session. Atty. Dietrich said it is illogical that the ethics complaint process be open unless asked to be different by the defendant. We do not first consider the complaint without the person present then later have another part of the process be held in closed session. The recommendation is that the session continue as a closed session.

A motion was made to move into closed session by Fahrenkrug, seconded by Pisellini. Motion passed unanimous roll call vote.

A memo with information requested on specific charges in the complaint was provided by Atty. Dietrich. Atty. Dietrich indicated that the complainant and her representative be excluded from the conversation as the committee considers the information provided. Mr. Segina said they would not leave the closed session.

Atty. Dietrich recommended that if the complainant and her representative didn't leave, that the committee adjourn to another date and time. Corp. Counsel Albert attempted to explain the process that this committee was following.

Ms. Dehmlow and her represented were asked once again to leave with the indication that if they chose not to, this committee would adjourn to a later date.

Ms. Dehmlow and Mr. Segina left the room at 2:25 pm.

A motion to reconvene in open session was made by Edwards, seconded by Pisellini. Motion passed by UVV.

The complainant Ms. Dehmlow and her representative Mr. Segina re-entered the room. Chairperson Croke explained the process that had been followed and what decisions were arrived at. Corp. Counsel Albert provided the complainant and her representative a copy of the investigation minus the memo.

It was clearly outlined that this committee assumed the allegations in the complaint were true, asked for additional information of the complainant, and instructed outside counsel to investigate on 3 of the 7 charges.

Chairperson Croke went over the timeline and read each of the seven allegations and the conclusions reached by this committee.

Ms. Dehmlow indicated that the Coop does do wireless business. Mr. Segina indicated that the Coop had even leased space from his towers for their internet business. The committee was asked by Mr. Segina if we had asked each of the supervisors if they felt harassed by Mr. Sebastiani.

Mr. Segina indicated that while they had to choice but to accept the decisions of the Committee, we did not follow procedure and made assertions that Ms. Dehmlow was treated like a criminal. Mr. Segina further indicated that this was a white-wash job.

Chairperson Croke indicated that this committee had read the complaint in its entirety, had followed the Ethics Ordinance as it was written, and diligently considered all information, requested additional investigation and acted accordingly.

Chairperson Croke indicated that if there was nothing further from the Committee, he would entertain a motion for adjournment.

A motion to adjourn was made by Wimmer, seconded by Pisellini. Motion approved by UVV.

Respectfully submitted,

Janet A. Wimmer
Recording Secretary

Amended Executive Committee Meeting
April 9, 2013 – 8:00 a.m. - Conference Room A-260

Minutes

John West, Chair, called the meeting to order at 8:02 a.m. The meeting was properly announced. The meeting was videotaped by Nicholas Segina.

Committee members present: John West, Al Sebastiani, Jack Allen, and Larry Babcock. Florence Johnson was excused.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Mindy Dale, substituting for Jack Albert, Corporation Counsel, who was excused from attending the meeting; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Diane Osborn; Brenda Quinnell; Sherrie Manning; Marilyn Rodgers; Sam Wollin; 3 Sheriff's department employees; and Laurie Djumadi.

Motion by Sebastiani seconded by Babcock, to approve the Agenda. Motion carried by unanimous vote.

Motion by Babcock, seconded by Allen, to approve Minutes of the Executive Committee Meetings held March 11, 2013, March 19, 2013, March 22, 2013, March 25, 2013 and April 3, 2013. Motion carried by unanimous vote.

Item 11 was moved to the top of the agenda. Discussion was held regarding the current employee compensatory system to include vacation, sick, and holiday and the possibility of converting to PTO plan. Motion by Babcock, seconded by Allen, to place on the May Agenda for discussion only. Sheriff's Department employees left the meeting. Motion carried by unanimous vote.

Sherrie Manning addressed the Committee, a handout was distributed outlining the proposal, and discussion was held regarding a Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position. Djumadi explained that the Health & Human Services Board needed more time to review figures with the Administrative Coordinator/Director of Finance. Motion by Allen seconded by Babcock, to postpone this item until May. Motion carried by unanimous vote.

Discussion was held regarding the Job Description for Reclassification of Conservation Secretary to Conservation Program Coordinator, and the request to have the new position evaluated as a part of the ongoing compensation study. Motion by Sebastiani, seconded Allen, to approve the job description. Motion carried by unanimous vote.

Sarah Grosshuesch, Public Health Officer, led the discussion regarding Resolution to create a Public Health Nurse Position and a Public Health Technician Position in the Health and Human Services Department. Motion by Allen, seconded by Babcock, to approve the Resolution. Motion carried by unanimous vote.

Marcia Kaye, Personnel Director, led the discussion regarding Resolution to Hire Medical Examiner. Motion by Allen seconded by Babcock to approve the Resolution. Motion carried by unanimous vote.

Discussion was held regarding Resolution Honoring John R. "Jack" Albert for His Years of Service to Adams County. Motion by Allen, seconded by Babcock, to approve the resolution. Motion carried by unanimous vote.

Motion by Sebastiani, seconded by Babcock, to convene in closed session per:

- Wis. Stats. §19.85(1)(c), for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility;
- Wis. Stats. §19.85 (1)(f) for purposes of considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and
- Wis. Stats. §19.85(1)(g) for purposes of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

Discuss and/or act on personnel matter; consultation with legal counsel regarding same.

- Wis. Stats. §19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discuss and/or act on pending WPPA Local 355 negotiations.

Motion unanimously carried.

The Committee reconvened at 10:12 in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. No motions were made post-closed meeting.

Trena Larson, Administrative Coordinator/Director of Finance gave her monthly report. AC/DOC office is preparing for the annual audit. All documents have been prepared. Schenk hopes to complete its audit by Friday. Larson encouraged the Committee to praise her new staff, who performed incredibly to prepare for the audit. Larson and Kaye learned of several challenges in completing the WIPFLI wage study project. Larson and Kaye are working on several key issues. Templates will need to be updated in preparation for the 2014 budget and an evaluation will be need to be made for the 2014 tax levy. A field auditor will perform the regular audit of Wisconsin Sales Tax. PGAP needs to be revised to mirror the Employee Handbook and will be presented to the Executive Committee for approval. Larson will present a County Board presentation on end-of-year financial status. Larson and Kaye had an operational meeting with AFG regarding Affordable Care Act. The County needs to strategize for several items. Larson worked with Corporation Counsel's Legal Assistant to survey departments' legal needs prior to filling the Corporation Counsel position.

Diane Heider, Legal Assistant gave the report of Jack Albert, Adams County Corporation Counsel, was excused from the meeting.

Kaye distributed a handout and gave her monthly report.

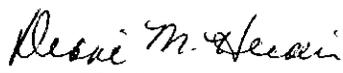
Motion by Sebastiani, seconded by Babcock, to approve vouchers. Motion carried by unanimous vote.

The next meeting is set for: May 14, 2013 at 8:00 a.m.

Action items for next meeting: Review applications for Corporation Counsel position; Discuss and/or act on Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position; closed session regarding WPPA Sheriff's Local 355 Negotiations; discuss PTO (no action will be taken).

Motion by Sebastiani, seconded by Babcock, to adjourn the meeting at 10:30 a.m. Motion carried by unanimous vote.

Respectfully submitted,


Diane Heider
Recording Secretary

Executive Committee Meeting
May 14, 2013 – 8:00 a.m. - Conference Room A-260

Minutes

John West, Chair, called the meeting to order at 8:06 a.m. The meeting was properly announced.

Committee members present: John West, Al Sebastiani, Jack Allen, Larry Babcock, and Florence Johnson.

Others present: Trena Larson, Administrative Coordinator/Director of Finance; Attorney Mindy Dale, acting for Corporation Counsel; Marcia Kaye, Personnel Director; Diane Heider, Legal Assistant, Recording Secretary; Diane Osborn; and Patrick Kotlowski.

Motion by Sebastiani, seconded by Allen, to approve the Agenda. Motion carried by unanimous vote.

Motion by Babcock, seconded by Allen, to approve Minutes of the Executive Committee Meetings held April 9, 2013. Larson requested correction on page 3, second paragraph, to substitute “Affordable Care Act” for “Budget Repair Bill.” Chair West instructed the Recording Secretary to amend the April 9, 2013 Minutes to incorporate this correction. Motion carried by unanimous vote.

Discussion was held regarding a Resolution to Change Training Specialist position at Practical Cents from part-time to full-time position. Motion by Allen, seconded by Johnson, to approve and forward to County Board. Motion carried by unanimous vote.

Discussion was held regarding a Resolution to Create Two Limited Term Employees in the Highway Department. Motion by Johnson, seconded by Sebastiani, to approve and forward to County Board. Motion carried by unanimous vote.

Discussion was held regarding Resolution to Amend Adams County Employee Handbook Chapter 3, Section 12; Chapter 5, Section 8; Chapter 8; Section 1.03. Motion by Allen, seconded by Babcock, to forward to County Board. Motion carried by unanimous vote.

Motion at 8:25 a.m. by Sebastiani, seconded by Allen, to convene in closed session per:

- Wis. Stats. §19.85(1)(e) for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Discuss and/or act on pending WPPA Local 355 negotiations; and

- Wis. Stats. §19.85(1)(c), for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Discuss and/or act on reviewing applications for employment as Corporation Counsel.

Motion carried by unanimous vote.

The Committee reconvened at 10:25 a.m. in open session per Wis. Stats. §19.85(2), to consider and vote on appropriate matters. No motions were made post-closed session.

Kaye distributed a handout and gave a brief presentation of her monthly report.

Trena Larson, Administrative Coordinator/Director of Finance gave her monthly report.

- Larson met with Steve Schneider of Hilbert Communications. West inquired of Attorney Dale whether he and Sebastiani should step out of the meeting. Attorney Dale's opinion is that West and Sebastiani could remain because the project is underway. Larson continued to describe tower locations and progress.
- The plat book contract between Adams County and 4-H will be mutually cancelled due to the USDA being unable to provide aerial photographic data, as well as the potential strain on GIS staff.
- Larson invited the Committee to attend the Department Head Meeting on May 16th at 8:15 a.m. Presentations will be given by:
 - Phillips & Borowski regarding conflict resolution; and
 - Calumet County Administrator regarding PTO planning, procedure and reactions. Larson gathered input from Department Heads listing ideas and concerns of a PTO plan.
- Larson was asked to sign a Tissue Contract for the Medical Examiner office, but will hold until Marilyn reports back to PS&J committee as there was a concern that no dollar amount of reimbursement was indicated. Sebastiani stated that the Public Safety & Judiciary Committee requested Ms. Rogers to obtain a comparison and the contract has not been approved. Discussion took place regarding the procedure for approval of contracts. Larson read from PGAP ch. 8, s.23.

Diane Heider, Legal Assistant gave the report of Adams County Corporation Counsel Department. Attorney Thibodeau was appointed by Resolution to represent Corporation Counsel Department as needed for ordinance violations, guardianship and protective placement cases, mental commitments, and any other opinions and advice. Weld, Riley, Prenn & Ricci was assigned litigation matters such as foreclosure demand for surplus, bankruptcy claim, 2 Board of Adjustment lawsuits, Medicaid

Motion by Babcock, seconded by Allen to approve vouchers. Motion carried by unanimous vote.

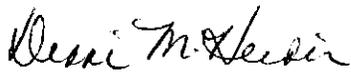
The next meeting is set for: June 11, 2013 at 8:00 a.m. Allen requested to be excused.

Action items for next meeting:

- Closed session regarding WPPA Sheriff's Local 355 Negotiations.
- Revise County Board Rules to clarify the Ethics section.

Motion by Sebastiani, seconded by Johnson to adjourn the meeting at 10:56 a.m. Motion carried by unanimous vote.

Respectfully submitted,



Diane Heider

Recording Secretary

**Adams County Health & Human Services and
Veterans Service Board Meeting Minutes
Health & Human Services Building – May 10, 2013**

The Adams County Health & Human Services and Veterans Service Board meeting was called to order by Chairperson Djumadi at 9:00 a.m.

Roll Call of Board Members: Lori Djumadi, Paul Pisellini, Fran Dehmlow, Rocky Gilner, Dr. Mark Hatton, Jack Allen, Heidi Roekle, Deb Johnson-Shuh. Absent excused: Teresa Harvey-Beversdorf.

Health & Human Services Staff: Diane Cable, Diane Osborn, Wendy Pierce, Sarah Grosshuesch, Kelly Oleson, Dana Henriksen, Donna Richards, Julie Edmundson. Absent excused: Sherrie Manning.

Veterans Services Staff: Dave Guerin

Motion was made by Roekle / Pisellini to approve Agenda in compliance with Open Meetings Law. Motion carried by UVV.

Motion was made by Dehmlow / Pisellini to approve the April 12, 2013 minutes as submitted. Motion carried by UVV.

New Business – none

Public Comment – none

Correspondence – Sarah Grosshuesch shared a letter she received from The U.S. Charitable Gift Trust, concerning a donation that has been given to the Cribs for Crisis program. This donation will be given on an annual basis by Michael Greeman and Jane Greeman.

Veterans Service

Review and approved March Veterans Service vouchers and financial report. No discussion was had and a motion was made to approve the April Veterans Services Vouchers and Financial Report by Pisellini / Roekle. Motion was carried by UVV.

Veterans Service Officer's report. Dave gave a brief report on the conference him and Crystal attended during the past month. They heard from many great speakers and learned how the VA program recognizes that they are behind on paperwork and are trying to go electronic with many of their programs. The VA is still in the trial and error process. They hope to be moving forward soon. Dave also informed the committee on the county policy for departments having a Facebook account. The information he received was that as of this time the county does not have

a policy and procedure for departments Facebook accounts. During the month of May Dave and some volunteers will be placing flags in many of the cemeteries throughout the county.

Health & Human Services

Review and approve February Health & Human Services vouchers and financial report. No discussion was had and a motion was made to approve the April Health & Human Services vouchers and financial report by Roekle / Pisellini. Motion was carried by UVV.

Director's Report by Diane Cable. Diane acknowledged Dana Henriksen on her years of service at Adams County and congratulated her on her retirement. Diane explained to the board that she had been at the WCHSA conference the last few days and that she learned some new and exciting things (items that will be brought before the board at another date). Diane informed the Committee on the work of WCHSA regarding Humans Services Redesign. WCHSA has requested a vote by every county, WCHSA members, for support to continue to proceed with the timeline for education the key stake holders on the Human Services Redesign. A motion was made by Pisellini / Dehmlow to allow Diane Cable to vote yes on the moving forward of research by the WCHSA committee. The motion passed by UVV. Diane also attended an Awards Banquet while at this conference where a member of our community was recognized and received the Consumer Award.

Personnel – Economic Support. A discussion was held on the approval of increasing the Economic Support staff hours from 37.5 hours to 40 hours. The extra 2.5 hours per week will be funded by the additional IM funding. A motion was made to accept the additional hours starting in October of 2013 by Dr. Hatton / Roekle. Motion carried by UVV.

Program Update – Clinical Services/Mobile Crisis. Julie Edmundson explained to the board that Mobile Crisis Services is now in house. This means we have county employees working the Mobile Crisis Services; these employees will be on-call and will have on-call pay. Mobile Crisis Procedures are being established for operation and billing. Julie also explained to the board how she was able to change her budget to reflect the ability to finance the rest of 2013.

Personnel- Clinical Services. A discussion was held and a motion made for the change in the Mobile Crisis Services budget by Allen / Dr. Hatton. Motion carried by UVV.

Personnel-Clinical Services. A brief discussion was held on the action of Northwest Connections Contract. Northwest Connections contract will be different due to the new in house Mobile Crisis Services. The motion was made to approve the revision of Northwest Connections Contract with the contingent of the Finance Committee approval by Roekle / Allen. Motion carried by UVV.

Personnel – Clinical Services. Julie Edmundson updated the committee on the increase of hours the new Doctor will be providing the clinic and how we (Health & Human Services Staff) are looking for ways to off – set his expenses for the upcoming year. She also explained to the committee that we are required to have a Medical Director. A motion was made to accept Dr. Stonefeld as the new Medical Director with the approval of the Finance Committee by Allen / Dr. Hatton. Motion carried by UVV.

Recess. A motion was made for a brief recess at 10:05am by Allen / Pisellini. Motion passed by UVV.

Meeting called back to order by Lori Djumadi at 10:15am.

Unit Reports

Administration & Finance – Wendy Pierce

ADRC – Donna Richards

Children & Family Services – Kelly Oleson

Clinical Services – Julie Sigler Edmundson

ESS Supervisor – Dana Henriksen

Health Officer – Sarah Grosshuesch

Thrift Store – Sherrie Manning, excused from meeting Diane Osborn gave her report.

Long Term Support Services- Diane Osborn

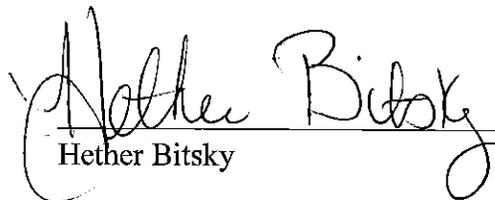
Next Regular Meeting Date – June 14, 2013 @ 9:00 a.m.

Motion to adjourn at 11:05 AM by Roekle / Pisellini. Motion carried by UVV.

These minutes have not yet been approved by the committee.

Minutes respectfully submitted by Hether Bitsky.

Lori Djumadi – Chairperson



Hether Bitsky

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**THURSDAY, MAY 9, 2013 AT 9:00 A.M.
HIGHWAY DEPARTMENT CONFERENCE ROOM
1342 COUNTY ROAD "F", ADAMS, WI**

MEMBERS PRESENT: Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Florence Johnson
Patrick Gatterman
James Bays

OTHERS PRESENT: Patrick Kotlowski ~ Highway Commissioner, Trena Larson ~
Administrator Coordinator Director of Finance, Karen Bays, Dan
Rossiter and Barbara Morgan

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department
Committee was called to order by Chairperson – Larry Babcock at 9:00 A.M., on Thursday, May 9,
2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS. ALL
MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Bays to approve the Agenda as presented, second
by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

APPROVAL OF MINUTES OF LAST MEETING (APRIL 11, 2013): *Motion by Bays to
approve the Minutes as printed of the Adams County Highway Department Committee Meeting for
April 11, 2013 Regular Monthly Meeting, second by Johnson. VOICE VOTE, ALL IN FAVOR.
MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: Public participation was requested for
the following Agenda items:

- Break Room Accommodation / Vending Service
- Review & Act on General Engineering Service Contract ~ AECOM
- Review & Act on Task Order #2 ~ County Road G Reconstruction ~ AECOM
- Update County Road G & County Road O Drainage ~ AECOM

BREAK ROOM ACCOMMODATION / VENDING SERVICE: Highway Commissioner
informed the Highway Committee that the County Insurance Company has recommended that the
current practice of an employee supplying food and beverages for the Break Room be eliminated and
that the Highway Department be part of a vending service. Highway Employee Karen Bays presented
documentation about the current break room accommodation and asked the Highway Committee to
consider continuing the current / previous practice. Administrator Coordinator Director of Finance ~
Trena Larson talked about sales tax of merchandise and this practice being in conflict with the
Employee Handbook. Highway Commissioner provided the Highway Committee with the County
Corporation Counsel's legal opinion, copy of the insurance inspection and a list of products from
Vacation Land Vendors. *Motion by Bays to recommend that the Highway Department go with a*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 9, 2013 ~ 9:00 A.M.**

vending machine service, as other departments are doing within the county for a trial period of 4 months, second by Babcock. ROLL CALL VOTE: Bays-YES, Morgan-YES, Babcock-YES, Gatterman-YES and Johnson-NO. MOTION CARRIED.

REVIEW & ACT ON RESOLUTION TO APPROVE AND ADOPT THE ADAMS COUNTY BICYCLE AND PEDESTRIAN PLAN: *Motion by Bays to adopt the Adams County Bicycle and Pedestrian Plan as presented and forward to County Board for action, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

CTHS WINTER MAINTENANCE BUDGET / SALT BRINE IMPROVEMENTS:
Highway Commissioner informed the Highway Committee that the County Winter Maintenance Budget will be in the red at year end, as it will go over budget just getting ready for the winter season. Discussed salt brine improvements, by adding a holding tank to make salt brine available to put in truck holding tanks to pre-wet the salt, which will increase the effectiveness of the salt.

REVIEW & ACT ON COUNTY ROAD G (STATE ROAD 73 TO APACHE LANE) RECONSTRUCTION BIDS: Only one bid was received for the County Road G Reconstruction and it was from D.L. Gasser Construction for an amount of \$628,433.93. *Motion by Gatterman to award the County Road G Reconstruction Project between State Road 73 to Apache Lane to D.L. Gasser Construction for an amount of \$628,433.93 with consideration of implementing all three deducts as stated in contract, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON GENERAL ENGINEERING SERVICE CONTRACT ~ AECOM:
Dan Rossiter representing AECOM was present to explain the General Engineering Service Contract. *Motion by Gatterman to approve the General Engineering Service Contract with AECOM as presented, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON TASK ORDER #2 ~ COUNTY ROAD G RECONSTRUCTION ~ AECOM: Dan Rossiter representing AECOM was present to explain Task Order #2 ~ County Road G Reconstruction. *Motion by Bays to approve Task Order #2 ~ County Road G Reconstruction with AECOM for the amount of \$36,600.00, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

UPDATE COUNTY ROAD G & COUNTY ROAD O DRAINAGE ~ AECOM: Dan Rossiter representing AECOM was present to update the Highway Committee on the County Road G / County Road O drainage: reviewed two alternatives (north or west), further updates in one or two months.

REVIEW & ACT ON COUNTY ROAD G BRIDGE CONSTRUCTION BIDS: The following bids were received for the County Road G Bridge Construction:

COMPANY	BID AMOUNT
Pheifer Brothers	\$ 314,132.00
Radthke Construction	\$ 327,723.58
HWY Structures	\$ 338,018.03
Concrete Structures	\$ 363,346.73
Lunda	\$ 389,787.68
Great Lake Marine	\$ 392,715.50

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 9, 2013 ~ 9:00 A.M.**

Motion by Bays to award the County Road G Bridge Construction bid to Pheifer Brothers for the amount of \$314,132.00, second by Gatterman. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

COUNTY ROAD G RECONSTRUCTION MATERIALS: *Motion by Bays to purchase the County Road G Reconstruction Materials direct from the Seven Sisters Gravel Pit, which would result in sales tax and contractor markup savings, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

SHORT ELLIOTT HENDRICKSON (S E H) BRIDGE INSPECTION CONTRACT: *Motion by Bays to approve a Bridge Inspection Contract with Short Elliott Hendrikson for the County Road G Bridge Construction for an amount of \$26,780.00, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

COUNTY ROAD Z ~ SURFACE TRANSPORTATION PROGRAM (STP) FUNDING PROJECTS: Highway Commissioner met with Joe Benbenek – Wis. Dept. of Transportation to discuss the Surface Transportation Program (STP) funding and Mr. Benbenek suggested that the County Road Z Project between 18th Lane and Wood County Line be split up into three smaller projects that will require less funds. Highway Committee instructed the Highway Commissioner to proceed forward with the Surface Transportation Program (STP) Projects with the recommendations of Wis. Dept. of Transportation ~ Joe Benbenek.

REVIEW & ACT ON 2012 ACTUAL EQUIPMENT CHARGES FOR TOWN SNOW REMOVAL: *Motion by Gatterman from this point forward to bill towns the lowest amount for the actual costs for Winter Maintenance activities, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

JOB DESCRIPTIONS: Briefly discussed Job Descriptions and a survey reference the necessity of a lead person / crew person. NO ACTION TAKEN.

SALT PURCHASES FOR 2013-2014 WINTER SEASON: Highway Commissioner advised the Highway Committee of the amount of salt that was ordered for the 2013-2014 Winter Season.

REPORT ON HIGHWAY DEPARTMENT OPERATIONS:

- Moving wood from CTH Z to shop for local sale
- Moving wood from STH's to STH 13 & STH 21 intersection for local sale
- Patching
- Snow Fence has all been taken down
- Shoulder Maintenance
- Couple days of Crack Filling
- Town Meeting with DNR on May 14 at Community Center
- Sweeping roads

FINANCIAL REPORT: *Motion by Gatterman to approve the April 2013 Financial Report as audited, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 9, 2013 ~ 9:00 A.M.**

VOUCHERS: The Highway Department monthly check summary report was presented to the Committee for review. Committee members reviewed the May 7, 2013, Monthly Check Summary Report that is provided to the Highway Committee by the Administrator Coordinator / Director of Finance Department. *Motion by Gatterman to approve the Monthly Check Summary report as presented, second by Morgan. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

IDENTIFY POSSIBLE UPCOMING AGENDA ITEMS:

- Corre Inc.

SET NEXT MEETING DATE AND ADJOURN: *Motion by Johnson, second by Gatterman, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, June 13, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

Meeting adjourned at 12:35 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE

**TUESDAY, MAY 21, 2013 AT 4:45 P.M.
ADAMS COUNTY COURTHOUSE / ROOM A231
FRIENDSHIP, WI**

MEMBERS PRESENT: **Larry Babcock, Chairperson
Dean Morgan, Vice-Chairperson
Florence Johnson
Patrick Gatterman
James Bays**

OTHERS PRESENT: **Patrick Kotlowski ~ Highway Commissioner**

CALL MEETING TO ORDER: The Meeting of the Adams County Highway Department Committee was called to order by Chairperson – Larry Babcock at 4:45 P.M., on Tuesday, May 21, 2013.

WAS THE MEETING PROPERLY ANNOUNCED? YES

ROLL CALL: BABCOCK, JOHNSON, GATTERMAN, MORGAN AND BAYS.
ALL MEMBERS PRESENT.

APPROVAL OF AGENDA: *Motion by Gatterman to approve the Agenda as presented, second by Johnson. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

PUBLIC PARTICIPATION ON AGENDA ITEMS: NONE

REVIEW & ACT ON RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR A GRANT FROM THE WIS. DEPT. OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM 18TH LANE TO WOOD ROAD: Highway Commissioner explained the STP-Rural (Surface Transportation Program) grant which is an 80/20 program and that this particular project: CTH Z from 18th Lane to Wood Road would cost approximately \$2,775,000.00 with the County portion being \$555,000.00. *Motion by Gatterman to approve and forward a Resolution to County Board to Authorize the Highway Commissioner to apply for a grant from the Wisconsin Department of Transportation to assist in funding the Reconstruction of County Road Z from 18th Lane to Wood Road, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.*

REVIEW & ACT ON RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR A GRANT FROM THE WIS. DEPT. OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM WOOD ROAD TO ALPINE DR.: Highway Commissioner explained the STP-Rural (Surface Transportation Program) grant which is an 80/20 program and that this particular project: CTH Z from Wood Road to Alpine Drive would cost approximately \$3,836,000.00 with the County portion being \$767,200.00. *Motion by Gatterman to approve and forward a Resolution to County Board to Authorize the Highway Commissioner to apply for a grant from the Wisconsin Department of Transportation to assist in funding the Reconstruction of County*

**ADAMS COUNTY HIGHWAY DEPARTMENT COMMITTEE MEETING
MAY 21, 2013 ~ 4:45 P.M.**

Road Z from Wood Road to Alpine Drive, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.

REVIEW & ACT ON RESOLUTION TO AUTHORIZE THE HIGHWAY COMMISSIONER TO APPLY FOR A GRANT FROM THE WIS. DEPT. OF TRANSPORTATION TO FUND THE RECONSTRUCTION OF CTH Z FROM ALPINE DR. TO WOOD COUNTY LINE: Highway Commissioner explained the STP-Rural (Surface Transportation Program) grant which is an 80/20 program and that this particular project: CTH Z from Alpine Drive to Wood County Line would cost approximately \$3,010,000.00 with the County portion being \$602,000.00. ***Motion by Gatterman to approve and forward a Resolution to County Board to Authorize the Highway Commissioner to apply for a grant from the Wisconsin Department of Transportation to assist in funding the Reconstruction of County Road Z from Alpine Drive to Wood County Line, second by Bays. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

SET NEXT MEETING DATE AND ADJOURN: ***Motion by Gatterman, second by Johnson, to adjourn until the next scheduled meeting for the Highway Department on, Thursday, June 13, 2013 at 9:00 A.M. at the Highway Department. VOICE VOTE, ALL IN FAVOR. MOTION CARRIED.***

Meeting adjourned at 4:55 P.M.

Respectfully submitted,

Patrick Kotlowski, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

LAND & WATER CONSERVATION COMMITTEE MEETING MINUTES

May 13, 2013

Approved

TIME: 1:00 p.m. PLACE: A231

Sebastiani called the meeting to order at 1:00p.m. All present- with the exception of Bork being excused.

Harrison stated that the meeting was properly noticed.

Motion by Licitar/Roekle to approve the agenda.

Motion made by Stuchlak/James to approve minutes for April 8, 2013 Land & Water Conservation Committee meeting. With the correction noted; *Motion made by James/Stuchlak to remove item P from the agenda to be postponed and reviewed before the next meeting. Passed unanimously.*

Discuss and possible action on citizen request regarding the development of a groundwater map for Adams County. Tom Feller spoke to the committee about his groundwater concerns. He asked the committee, "How do we become more serious about the concerns of our groundwater?" Discussion took place.

A motion was made by James/Licitar for Murphy to start talking with UW Ext/ Health & Human Services and GIS to get an interdepartmental plan developed for 2014 for groundwater issues. Motion carried by unanimous vote.

Wildlife Abatement and Claims report and possible action. None

NRCS report and possible action. Komiskey gave a brief update in regards to the conservation stewardship. Deadline is fast approaching.

WDNR report and possible action. None.

L&WC Department report and possible action. April's report was in the committee packet. James asked about the Lake Camelot dam repairs. Murphy stated that we have to wait for the water levels to go down in order for the issue to be fixed. Discussion took place in regards to the equipment not working at the Easton dam for the automata water levels. It was mentioned that maybe that equipment could be used at another location. Tree & Shrub update was given. The sale went well and pick up is scheduled for May 17th and 18th.

Central Wisconsin Windshed Partners report and possible action. None

Golden Sands Resource Conservation and Development report and possible action. None.

USDA Farm Services Agency report and possible action. None.

Financial report- Discussion on Natural Resource and small equipment accounts.

Discuss and possible action on resolution to support changing the process for permitting high capacity wells by the Wisconsin Department of Natural Resources. James spoke about the current permitting process for the high capacity wells. He explained that what this resolution would accomplish is to have the WDNR look at the cumulative effects when permitting a single well.

A motion was made by James/Licitar to pass the resolution for permitting high capacity wells.

Discussion occurred stating the resolution would give the DNR pressure to push this issue. Stuchlak stated that it is difficult not knowing what is underneath, how one can state that so many new high cap wells would make a difference to the amount of groundwater.

Roll call vote, Sebastiani, James, Licitar, Roekle, Yes. Stuchlak and Morgan No. Motion carried.

Discuss and possible action on Petenwell and Castle Rock Stewards request to revise Resolution 5-2013.

Discussion took place in regards to the GEITS project on Petenwell. Murphy gave a brief update to the committee and explained that Plan A was not going forward due to the fact that no utilities were willing to buy the power that would have been generated from the solar panels. In order for the process to move forward GEITS would have needed to submit a detailed plan to the DNR for a permit and GEITS was not going to do that. PACRS requested their name be removed from the resolution.

A motion was made by James/Roekle to take no action on revising the resolution. Motion carried by unanimous vote. If the PACRS have questions in regard to this motion they could address the committee.

Discuss the Animal Waste Management Advisory Group. Discussion took place in regards to what the accomplishments of this committee were thus far. Minutes were read from a PACRS meeting which seemed to contradict what the purpose of this committee was for. This advisory group would be meeting again in June.

Discuss and possible action on options to fund Natural Resource Account. Murphy stated that the balance for the Natural Resource account will be at zero by the end of 2013. Murphy asked if there was a commitment to implement NR151, if so then we need to discuss where the cost share dollars will come from. Discussion took place in regards to funding options and to revisit at next month's meeting.

Discuss and possible action on Resolution to approve application for Wisconsin Department of Natural Resources Lake Protection Grant Program. An estimated \$44,748.20 would come out of the Natural Resources account to be used for cost share for this grant. The question came up about the \$10,000 cap. Murphy stated that maybe two landowners would be close to this cap. It was stated that if the money wouldn't be used for this grant it would be used somewhere else. A decision is needed on this right away as the grant was due May 1, 2013 and was already submitted. A motion was made by Licitar/Stuchlak to approve the application for the WDNR Lake Protection Grant. Motion carried by unanimous vote.

Discuss and possible action on resolution to create two limited-term employee positions in Land and Water Conservation Department. The Big Roche a Cri inventory project needs to have 2 interns for this summer to complete the inventory project. Question was asked why the BRC Lake committee is not hiring them – Matzke stated it was due to liability issues as well as this project involves the Big Roche A Cri Watershed Group, not the Big Roche A Cri Lake. A motion was made by Stuchlak/Roekle to accept the resolution to create two limited term employee positions. Discussion took place. Roll call vote all yes. Motion carried by unanimous vote.

Discuss and possible action on resolution to annually apply for Soil and Water Resource Management Grant Program and Nonpoint Source Program. Now that provisions have changed we need permission to apply for a grant. This would be a standing resolution to apply for this grant annually. Motion made by Roekle/Stuchlak to approve the resolution to annually apply for soil and water resource management grant. Motion carried by unanimous vote.

Communications. Lake District Contribution letters were sent out. Email from Jim VandenBrook- making great strides in getting money restored, please call senators. Update on blue green algae, having another meeting next month. Envirothon results were given. Agronomist- it was asked that Wally attend next month's meeting so he could introduce himself to the committee.

Items for next month's Land & Water Conservation Committee meeting: Funding options for the Natural Resource Account.

Next meeting date: June 10, 2013 at 1:00pm

Motion to Adjourn at 3:15p.m by Stuchlak/Roekle. Motion carried by unanimous vote.

Respectfully Submitted;

Michelle Harrison

Michelle Harrison

Land & Water Conservation Committee

Tuesday, May 21, 2013

4:00 p.m. – Conference Room A260

MINUTES

Al Sebastiani, Chair, called the meeting to order at 4:00 p.m. The meeting was properly announced.

Committee members present: Terry James, Joe Stuchlak, Glenn Licitar, Barb Morgan, Kevin Bork, Heidi Roekle.

Others present: Mindy Dale, Weld Riley Prenn and Ricci; John West, Board Chair, Supervisor Paul Pissellini; Trena Larson, AC/DOF, Marcia Kaye, Personnel Director and Acting Recording Secretary;

Motion by James, seconded by Licitar to approve the Agenda. Motion carried by unanimous vote.

There was no Public participation. There was no Correspondence.

Motion by Roekle, seconded by Morgan, to go into closed session under Wis. Stat. § 19.85(1)(c), for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governing body has jurisdiction or exercises responsibilities and under Wis. Stat. § 19.85(1)(g) for conferring with legal counsel regarding the same. Motion carried by roll call vote.

Supervisors Roekle and West left the meeting at 4:43 p.m.

Motion by Licitar, seconded by Morgan, to return to open session to take any action and appropriate on closed session items and address remaining agenda items.

Motion by James, seconded by Rork to adjourn at 5:02 p.m. Motion carried by unanimous vote.

Submitted by,



Marcia Kaye
Acting Recording Secretary

These minutes have not yet been approved by the Land & Water Committee.

ADAMS COUNTY LANDFILL ADVISORY COMMITTEE

MONDAY, DECEMBER 17, 2012, 7:00 P.M.
STRONGS PRAIRIE TOWN HALL

Members Present: Dennis Erickson, St. Pr. Town Chair
Brenda Rhinehart, Office Manager
Nancy Wical, Town Supervisor/Citizen Member
Larry Gasienica, Preston Town Representative

Others Present: Larry Babcock, SW Committee Chair
Florence Johnson, SW Committee Vice-Chair
James Bays, SW Committee Member

CALL TO ORDER, ROLL CALL & APPROVAL OF AGENDA: The meeting of the Solid Waste Advisory Committee was called to order by Chairperson, Dennis Erickson at 7:02 P.M.. All Committee members present. Brenda Rhinehart was filling in for the Director.

There were no additions or changes to the agenda. *Motion by Wical, second by Gasienica, to approve the agenda as presented. All in favor. Motion carried.*

MINUTES: Ms. Rhinehart presented the minutes of the May 21, 2012 Advisory Committee Meeting. *Motion by Gasienica, second by Wical, to approve the minutes of the May 21, 2012 Advisory Committee Meeting as corrected. All in favor. Motion carried.*

UPDATE ON OPERATIONS/SITE REPORT: Ms. Rhinehart then reported on the following items for June 2012 through December 2012.

RECYCLING: Recycling markets have been very poor. Agreement with IROW was passed by County Board and they took over the operations on October 1st. Since that time, recycling markets have fallen significantly and we found out that Huber workers cannot be used in the recycling building if a private contractor operates the facility. IROW is having difficulty keeping the operations running under these conditions and may be forced to pull out of the agreement. In this case, Adams County will need to take the operations back. We are already trying to find an outlet for the comingled materials but will have to ship it loose since no one will take the baled comingled anymore.

Scrap metals, tires, appliances, fluorescent bulbs, glass aggregate, batteries, and waste oil/antifreeze are being shipped regularly. We have recently added #3-#7 plastics back into the recycling program as well as cartons materials. Recycling volumes are still exceeding required amounts and the reject materials are still very low. We are working on improving the quality of the recyclables picked up comingled and keeping bags out of the trucks as these plug the system. We are asking that people put loose recyclables out in bins or boxes without being in bags.

REVENUES & TIPPAGE: Garbage tippage for 2012 is lower than last year by approximately 7.5%. This is due to the tornado last year. See attached Tippage Reports.

Of this, the “free” garbage tippage portion to Strongs Prairie was 876.04 tons (\$41,173.88). Strongs Prairie did pay their share of the recycling surcharge which is not included in this amount). In 2011 this was 1,732.43 tons due to the tornado, In 2010 Strongs Prairie produced 922.92 tons. In 2009 Strongs Prairie produced 838.34 tons.

The business/residential dumpster service is still going well although we have lost several customers due to the recession. Since last year we’ve added 651 new customers-many from out-of-county. We also lost 471 customers for a total net gain of \$199,471.92. In 2011 we had 364 new customers, 2010 we had 175 new customers, 206 in 2009, and 183 new customers in 2008.

The Town of Jackson, Village of Friendship, Village of Coloma, and Village of Oxford curbside pickup is going very well. The City of Adams and Dell Prairie contracts were given to Clark Disposal and are coming to the County Landfill. The Federal Prison at Oxford is now hauling their own waste using their own equipment which frees up our employees for other new customers.

Since the beginning of the year there were 1123 roll-off containers leased out to private citizens and contractors bringing in \$168,450.00. (1200 in 2011 bringing in \$178,175.00). This does not include the tippage.

We have also had 1,424 drop-off site container switch-outs through the year bringing in \$77,020 revenues. In 2011 we had 1,377 drop-off site container switch-outs through the year bringing in \$80,180.00 in fees.

The new Ordinance requiring all waste from Adams County come to the Adams County Landfill is going well. We have several haulers who got permits in 2011 and again in 2012. Stickers for 2013 were issued for their trucks.

OUT-OF-COUNTY WASTE: \$176,169.10 in revenues has been brought in so far in 2012. In 2011 that was \$127,636.80 from Out-of-County. (See attached reports) Garbage tonnage from Out-of-County is 2,160.55 tons (1,575 tons in 2011). There were 2 new Out-of-County curbside collection contracts starting 1/1/12 and one town drop-off site.

We are also working on an agreement with Juneau and Monroe Counties to bring waste to our landfill when theirs closes in early spring of 2013. This agreement is needed to commit the three parties to a regional solid waste disposal consortium to provide landfill space. They have set up a transfer site and will be bringing materials here for several years. We need this agreement to justify expanding our landfill. Without the additional waste (revenues) we will probably not be able to expand, causing all Adams County citizens hardship regarding waste disposal. The engineers estimate that even with this additional waste we will meet our 2019 obligation to Strongs Prairie.

INSPECTIONS: Landfill related inspections passed without violations or citations issued. Groundwater monitoring again showed road salt chemicals in some wells, some of which are not down-gradient to the landfill and could be normal groundwater fluctuations and/or road run-off. VOC's were not detected. Methane gas was not detected.

All scale and fuel system mandatory inspections passed without any violations, problems or citations. A new automated fuel system was installed which makes reporting much more accurate. No other areas of concern were found or violations noted.

LANDFILL IMPROVEMENTS: No major improvements were made to landfill buildings or grounds.

LANDFILL CONSTRUCTION UPDATE: Cell #4 construction is completed and 4' of waste has been placed which will protect the liner from freezing. Cell #3 has room for about 2 months worth of garbage. We are also working on capping Cell #1.

OTHER SPECIAL EVENTS: The ½ price appliance and tire roundup and Hazardous Waste Clean Sweep/Pharmaceutical Collection was held on June 30th.

OTHER: A complaint was received by a neighbor about someone hunting on landfill property. After conferring with DNR nothing can be done about this unless someone gives us a vehicle description and/or plate #, or a back-tag # or calls the Sheriff's Department when the trespassing is occurring.

The County budget for 2013 has been approved. The SW tax levy portion decreased 74.68% over last year. There are price increases of 5% in-county and 10% out-of-county for services (curbside/dumpsters) for 2013. Roll-off containers were increased for 2013. There were no increases for the town drop-off site haul fees.

Of the \$2,509,933 SW Budget for 2013:

\$61,601 is on the tax levy which is .359% of the total levy, down from \$243,325.00 in 2012.
\$97,000.00 is from recycling grants which is 40% lower than in previous years due to cuts.
\$2,351,332.00 is revenues from customers.

CONSIDERATIONS TO STRONGS PRAIRIE: Since the first of the year thru the end of November, the citizens of Strongs Prairie have received the following at no charge:

2012 876.04 tons of garbage = \$52,562.61
82.42 tons of brush = \$3,709.90
17.82 tons of clean concrete = \$445.50
158.49 tons of stumps = \$2,377.35
37.05 tons of yard waste \$1,481.80

Total consideration since the first of the year to Strongs Prairie as host community for 2012 is

\$60,576.16 plus the free service at the drop-off site.

- 2011** 1,732.43 tons of garbage = \$81,424.21
136.08 tons of brush worth \$6,123.60
19.93 tons of yard waste worth \$797.20.
Total consideration since the first of the year to Strongs Prairie for 2011 is **\$88,345.01.**
- 2010** 922.92 tons of garbage worth \$43,377.
70.54 tons of brush worth \$3,174.30
15.09 tons of yard waste worth \$603.60
Total consideration since the first of the year to Strongs Prairie for 2010 is **\$47,155.14.**
- 2009** 681.41 tons of garbage worth \$33,457.23
32.82 tons of brush worth \$1,312.80
12.99 tons of yard waste worth \$454.65
Total consideration since the first of the year to Strongs Prairie for **2009** is **\$33,224.68.**
- 2008** 588.2 tons of garbage, worth \$27,704.22
66.53 tons of brush worth \$2,328.55
15.08 tons of yard waste worth \$452.40
Total consideration since the first of the year to Strongs Prairie for 2008 is **\$30,485.17.**
- 2007** 1218.32 tons of garbage, worth \$48,732.80
90.08 tons of brush worth \$2,765.50
15.07 tons of yard waste worth \$376.75
Total consideration since the first of the year to Strongs Prairie for 2007 is **\$51,732.80.**
- 2006** 962.54 tons of garbage, worth \$38,501.60
121.03 tons of brush worth \$4,236.05
18.12 tons of yard waste worth \$453.00
Total consideration since the first of the year to Strongs Prairie for 2006 is **\$43,190.65.**

ADJOURNMENT/NEXT MEETING DATE (May 20, 2013): *Motion by Wical, second by Gasienica, to adjourn until the next meeting which will be held on Monday, May 20, 2013. All in favor. Motion carried. Meeting adjourned at 7:43 PM.*

**RESPECTFULLY SUBMITTED,
MYRNA DIEMERT, SW DIRECTOR/RECYCLING COORDINATOR**

THESE MINUTES HAVE BEEN APPROVED BY THE COMMITTEE

ADAMS COUNTY LANDFILL ADVISORY COMMITTEE

**MONDAY, MAY 20, 2013, 7:00 P.M.
STRONGS PRAIRIE TOWN HALL**

Members Present: Dennis Erickson, St. Pr. Town Chair
Myrna Diemert, Director
Nancy Wical, Town Supervisor/Citizen Member
Larry Gasienica, Preston Town Representative

Others Present: Larry Babcock, SW Committee Chair
James Bays, SW Committee Member

CALL TO ORDER, ROLL CALL & APPROVAL OF AGENDA: The meeting of the Solid Waste Advisory Committee was called to order by Chairperson, Dennis Erickson at 7:02 P.M.. All Committee members present.

There were no additions or changes to the agenda. *Motion by Wical, second by Gasienica, to approve the agenda as corrected. All in favor. Motion carried.*

MINUTES: Ms. Diemert presented the minutes of the December 17, 2012 Advisory Committee Meeting. *Motion by Wical, second by Gasienica, to approve the minutes of the December 17, 2012 Advisory Committee Meeting as corrected. All in favor. Motion carried.*

UPDATE ON OPERATIONS/SITE REPORT: Ms. Diemert then reported on the following items for December 2012 through May 2013.

RECYCLING: Recycling markets have continued to improve over the past several months. We are continuing to find ways to reduce our costs in the recycling building and lost the contract with IROW to provide the processing services. We have taken back the processing in the building, hired a Recycling Operator to oversee the operations, are shipping loads to market ourselves, and are working with Pelliteri Waste Services in Madison to process the comingled bales.

Scrap metals, tires, appliances, fluorescent bulbs, glass aggregate, batteries, and waste oil/antifreeze are being shipped regularly. Recycling volumes are still exceeding required amounts and the reject materials are still very low.

REVENUES & TIPPAGE: 2013 Garbage tippage through April is 9.79% lower than last year at this time most likely due to the late snowmelt.

The Town of Jackson, Village of Friendship, Village of Coloma, and Village of Oxford contracted curbside pickup is going very well. The City of Adams contract was given to Clark Disposal. The

Dell Prairie contract was also given to Clark Disposal.

For large roll-off container leases for the first four months:

- 2013 we delivered 557 large roll-off containers (Revenues = \$57,895)
- 2012 we delivered 729 large roll-off containers (Revenues = \$75,415)
- 2011 there were 235 (\$34,700)
- 2010 there were 205 (\$37,750)
- 2009 there were 212 (\$25,625)

These figures do not count the trash & garbage in these containers **that was previously being taken out of county.**

OUT-OF-COUNTY GARBAGE FOR JANUARY THROUGH APRIL 2013:

Tow of Buffalo	.66 tons	\$ 39.60	
Village of Coloma	34.54 tons	\$ 2,072.40	
Columbia County	8.8 tons	\$ 528.00	
Juneau County	284.5 tons	\$17,070.00	(\$17,881 in 2012, \$15,908 in 2011)
Marquette County	28.43 tons	\$ 1,705.80	(\$3,415 in 2012, \$901 in 2011)
Sauk County	13.6 tons	\$ 816.00	
Village of Oxford	55.46 tons	\$ 3,327.60	
Waushara County	16.03 tons	\$ 961.80	(\$1,033.00 in 2012, \$270.60 in 2011)
Wood County	4.47 tons	\$ 268.20	

TOTAL TONS IN 2013 (1ST 4 MONTHS) 446.49 TNS = \$26,789.40
TOTAL TONS IN 2012 (1ST 4 MONTHS) 455.06 TNS = \$27,304.00
TOTAL TONS IN 2011 (1ST 4 MONTHS) 321.47 TNS = \$19,287.80

Starting July 1st, Juneau County will begin hauling waste from their transfer site to our landfill. This will significantly increase our revenues into the landfill. We will still be able to honor the agreement with Strongs Prairie through the 2019 term.

INSPECTIONS: All landfill related inspections passed without violations or citations issued. Groundwater monitoring again showed road salts in some wells, some of which are not down-gradient to the landfill and could be normal groundwater fluctuations and/or road run-off. There was no methane gas detected in the monitor wells, and one well showed VOC's (volatile organic compounds) were detected near the old demo site. This is normal in the spring with the groundwater level fluctuations.

LANDFILL IMPROVEMENTS: No major improvements were made to landfill buildings or grounds.

LANDFILL CONSTRUCTION UPDATE: We finished the construction of the N ½ of Cell #4 which was documented, tested, submitted to the DNR and approved. Waste is currently being placed in Cell #4 as well as Cell #3 to bring that cell to waste limits. Capping of Cell #1 is also being done

this summer with installation of gas wells to flare the methane gas.

OTHER SPECIAL EVENTS: We are holding our annual ½ Price Tire and Appliance Round-up on Saturday June 22nd. We will not be holding a Hazardous Waste or Pharmaceutical collection this year, however, due to funding.

OTHER: We will continue the summer hours of 8:00 AM to 12:00 noon as this seems to be going well.

ADJOURNMENT/NEXT MEETING DATE (December 16, 2013): *Motion by Wical, second by Gasienica, to adjourn until the next meeting which will be held on Monday, December 16, 2013. All in favor. Motion carried. Meeting adjourned at 7:54 PM.*

**RESPECTFULLY SUBMITTED,
MYRNA DIEMERT, SW DIRECTOR/RECYCLING COORDINATOR**

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE

**Adams County Library
Board Minutes
04/29/2013**

The meeting was called to order by President Nelson at 1:00 p.m. Present were Nelson, Challoner, Kreten, Heideman, Townsend, Gilner and Director Wavrunek. Member Fugate was absent.

President Nelson verified that the meeting was properly announced.

Motion to approve the agenda was made by Challoner, 2nd by Heideman. **Motion carried.**

Public input was invited. No one from the public was present.

Recommended Actions: minutes, bills and financial report:

Motion to approve the March minutes was made by Heideman and 2nd by Townsend. **Motion carried.**

Motion to approve the financial report was made by Challoner, 2nd by Townsend. **Motion carried.**

Recent bills were distributed for initialing. There was no discussion.

Communications and Reports:

There were no communications or reports.

South Central Library System report:

At the March meeting most of the time was spent reviewing the director and reviewing her pay scale. In the circulation reports more e-book reporting will be done. The budget process will be starting and the March meeting of all directors was held to solicit initial input and the May meeting will give them more solid budget projections to work on.

Director's Report:

- A. Wavrunek reported that library circulation year to date was up about 25%. These are good stats compared to other libraries at this time.
- B. Amazon book sales have been going well. Present Community Service worker is no longer able to help us out. We now have Sandy Smith, a Green Thumb worker who will be able to take over the sales. Money collection is good and is handled by Amazon/PayPal.
- C. The police department is trying to get back some 20 CD's that were checked out by a recent library patron that is now deceased. Going through the family for help with this.

Budget Report:

We had an all Directors Meeting and everyone in our cluster prioritized services they wanted and more prioritization will be done at the May meeting. I will try to get the new Youth Services Librarian position put into the Promises Grant, so we won't have to go through the County.

Book Sale Update:

The **2013 Library Book Sale** will be held one day only and will be held in conjunction with Crazy Days. The exact date will be set at the May meeting.

Focus Group Recruitment:

The Focus Group meeting will be held immediately after the Library Board meeting on May 20, 2013 at 2:00 p.m. A written survey will be handed out to the high school students so they can fill them out for the meeting. Expectations are that about 4 public members will be attending, some staff members and the Library Board members.

Adams County ByLaw Review:

The Adams County Library Personnel Policy bylaws were reviewed and no changes were made. Motion was made by Challoner, 2nd by Kreten to approve the bylaws as they stand. **Motion carried.**

Adams County Library Policy bylaws were reviewed and no changes were made. Motion was made by Heideman, 2nd by Kreten to approve the bylaws as they stand. **Motion carried.**

Identify possible upcoming items for future meetings:

- A. Focus group meeting.
- B. Brat Fry
- C. Book Sale date.
- D. Budget

The May Library Board meeting will be changed from Monday, May 27, 2013 to **May 20, 2013** at **1:00 p.m.** at the Adams County Library. The Adams County Focus Group meeting will be at **2:00 p.m. May 20th** immediately following the board meeting.

The meeting was adjourned at 1:30 p.m.

Respectfully submitted:



Kathleen Challoner, Secretary

ADAMS COUNTY
PLANNING & ZONING COMMITTEE
MEETING MINUTES: MAY 1, 2013

Chairman Joe Stuchlak called the Adams County Planning & Zoning Committee meeting to order at 1:00 P.M. on Wednesday May 1, 2013 with the following members present: Glenn Licitar, Barb Morgan, Randy Theisen, Al Sebastiani, Heidi Roekle and Nick Theisen (SAYL member). Terry James was excused. Others present were: Phil McLaughlin, Zoning Administrator; Cathy Allen, Recording Secretary; Greg Rhinehart, County Surveyor and Alison Volk, Department of Agriculture, Trade and Consumer Protection Farmland Preservation Zoning Specialist. Pledge of Allegiance. Was this meeting properly announced? Phil McLaughlin stated that it was. Roll Call. Al Sebastiani made a motion to approve the agenda as noticed. Heidi Roekle seconded the motion. All in favor. Motion carried.

Public Hearings: Nikolay V. Nedev – Conditional Use Permit request under Section 5-6B.03 (A) of the Adams County Comprehensive Zoning Ordinance to allow a replacement manufactured home in an R1 Single Family Residential District on property located in Pt. of the NW ¼, NW ¼, of the SW ¼, Section 17, Township 14 North, Range 7 East, Lot 1 of CSM 2577 at 589 Gillette Drive, Town of New Haven, Adams County, Wisconsin. Randy Theisen made a motion to grant the request. Al Sebastiani seconded the motion. Roll Call Vote: 6 – Yes. 1 – Yes. (SAYLE Student-non binding vote) Motion carried. Discussion was held regarding the fact that some new manufactured home sizes are now less than 14' wide and should be addressed with the next Ordinance revision.

Chairman Stuchlak closed the Public Hearing portion of the meeting and stated that Public Participation would be taken as needed. He then acknowledged Corey Rhinehart who had asked to be recognized. Discussion was held on property located in the Town of Easton which is currently zoned R2 Single Family Residential and is being farmed. Mr. Rhinehart is concerned that subdivision lots adjacent to him may be added to that farmed area. Mr. McLaughlin stated that Mr. Rhinehart would be notified of a hearing if any lots within 300' of his property were to come before the Committee for a rezoning.

Glenn Licitar made a motion to approve the minutes from the April 3 and April 12, 2013 meetings as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Greg Rhinehart presented the surveyor's report for the month of April to the Committee for review. Randy Theisen made a motion to approve the Surveyor's report as presented. Heidi Roekle seconded the motion. All in favor. Motion carried.

Chairman Stuchlak stated that the New Chester Dairy Digester discussion has been postponed, and requested that it be placed on the June Agenda.

Jodi Helgeson stated that their office has recorded an abundance of land transactions in the month of April. The office is currently keeping up with the work load with her, one other full time and two on call employees. Applications for the full time Deputy Register of Deeds are being taken until May 8, 2013. Discussion was held regarding State Budget Amendments and the Frac Sand Mining Task Force. Randy Theisen made a motion to approve the Register of Deeds and Land Information reports as submitted. Heidi Roekle seconded the motion. All in favor. Motion carried.

Alison Volk from the Department of Agriculture, Trade and Consumer Protection (DATCP) gave a presentation about Farmland Preservation. Ms. Volk explained that the program has been in place since late 1970 and has since been revamped in 2009 to include the Farmland Preservation Program and an Agricultural Enterprise Area Program under the Wisconsin Working Lands Initiative. The Adams County Farmland Preservation program was updated in 2004 and expires in 2014. An Ag Preservation Plan must be in place for Town's to have their

PLANNING & ZONING COMMITTEE
MONTHLY MEETING
May 1, 2013
PAGE #2

own Farmland Preservation program and must be certified by DATCP. Discussion was held regarding tax credits and soil and water compliance requirements. The Committee thanked Ms. Volk for her presentation.

Planning & Zoning Updates: None.

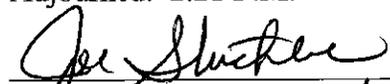
Phil McLaughlin presented the Financial Report for the month of April, 2013 to the Committee for review. Heidi Roekle made a motion to approve the Financial Report as presented. Barb Morgan seconded the motion. All in favor. Motion carried.

Correspondence: Discussion was held regarding the Contractor Certification Form required to obtain a building permit.

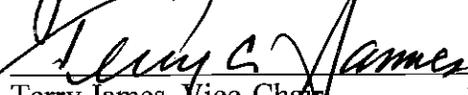
The next meeting was scheduled for June 5, 2013 at 1:00 P.M.

Heidi Roekle made a motion to adjourn. Barb Morgan seconded the motion. All in favor. Motion carried.

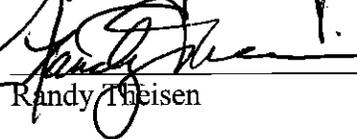
Adjourned: 2:21 P.M.



Joe Stuchlak, Chair



Terry James, Vice-Chair



Randy Theisen

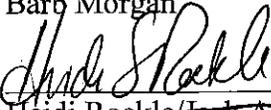
Al Sebastiani



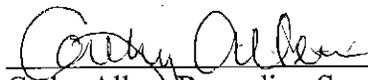
Glenn Licitar



Barb Morgan



Heidi Roekle/~~Jack Allen~~



Cathy Allen, Recording Secretary

THESE MINUTES HAVE NOT BEEN APPROVED BY THE COMMITTEE.

Public Safety & Judiciary Committee
Wednesday, May 8, 2013
10:30 a.m. – Conference Room A231

MINUTES

Chairman Sebastiani called the meeting to order at 10:30 a.m. The meeting was properly announced.

Committee members present: Bob Eggebrecht, Marge Edwards, Al Sebastiani, Bill Miller, and Terry James.

Others present: Carol Collins, Kris Steffens, Dennis McFarlin, Deb Barnes, Kathie Dye, Terry Reynolds, Janis Cada, Jane Gervais, Marilyn Rogers, Sheriff Wollin, Chief Deputy Fahrenkrug, and Roberta Sindelar.

Motion by James to approve the agenda, seconded by Miller. All in favor, motion carried unanimously.

Motion by Miller to approve the prior meeting minutes (April 17th), seconded by Eggebrecht. All in favor, motion carried unanimously.

There was no public participation. There was no correspondence.

Kris Steffens was present from Eyes of Hope Shelter and provided the Committee with her monthly report for April 2013. Steffens stated April was a horrible month. There were more strays compared to last month and they lost one dog. There were no questions.

Family Court Commissioner – Dennis McFarlin – Present

McFarlin explained to the Committee that the heavy caseload on the court calendar is a major problem but it is something they have no control over. In the next couple of weeks McFarlin is going to be hearing pretrial divorce hearings that are not contested in an effort to lighten the caseload for the court calendar. McFarlin will report in the fall on how things are going.

Child Support – Deb Barnes – Present

Barnes provided the Committee with the performance measures and check summary for April 2013. There were no questions. Barnes explained they have 51 more cases than they did last year at this time and this is also contributing to the court backlog. Barnes stated it is business as usual with nothing significant to report.

Clerk of Circuit Court – Kathie Dye – Present

Dye provided the Committee with the monthly expense report for April 2013. There were no questions. Dye stated that CCAP came in for two days to revamp the jury program and provide training to her staff on the changes. She is hopeful that it will be more efficient.

Register in Probate – Terry Reynolds – Present

Reynolds provided the Committee with the monthly expense report for April 2013. There were no questions. Reynolds reported that Teen Court is not going anywhere right now. She is not getting responses from those she has reached out to. Reynolds stated her office is running smoothly.

District Attorney – Janis Cada – Present

Cada provided the Committee with the monthly check summary for April 2013. There were no questions. Cada provided the Committee with an article from the Wisconsin Rapids Daily Tribune stating that Adams County is fourth in ranking for being understaffed. The Community Service report for April will be provided next month. Pela Steiner will be attending the Victim Witness Coordinator's Conference and Mark Thibodeau will be attending the Prosecutor's Conference next week.

Emergency Management – Jane Gervais – Present

Gervais provided the Committee with the monthly expense report for April 2013. There were no questions. Gervais stated the quotes to repair equipment at the Highway communication tower site from the lightening strike totaled \$32,886.00. The claims were submitted to the insurance company. The deductible is \$2,500.00 and there are no monies in the budget for this. Gervais stated she is looking at taking the \$2,500.00 deductible for the repairs to equipment at the Highway communication tower site and the \$1,061.00 for repairs to the Richfield/Coloma communications tower from the Contracted Services and/or Rents & Leases budget lines. **Motion by Eggebrecht to allow the unbudgeted expenses in the amount of \$3,561.00 to be taken out of the Contracted Services and/or Rents & Leases budget lines, seconded by Edwards. All in favor, motion carried unanimously.**

Medical Examiner – Marilyn Rogers – Present

Rogers provided the committee with the monthly activity report and check summary for April 2013. There were no questions. Interviews and hiring for the Assistant Medical Examiner positions were completed last month. The office is currently staffed by three but a fourth applicant will be training. The office is running smoothly with no issues.

The American Tissue Services Foundation (ATSF) contract for 2013 was provided to the Committee for approval. Committee was not ready to approve the ATSF contract at this time without it stating what revenue would be provided to Adams County for donations. Rogers will be meeting with another tissue service (RTI) in Madison on May 16th. The Committee would like Rogers to confirm what the fee schedules are for other tissue donation banks and return next month with her recommendations.

Sheriff's Office - Sheriff Wollin – Present

Wollin stated there was an offer made on May 3rd for the Administrative Records Officer position to Stephanie Ewell. She will be starting full-time on June 10th and will be coming in to train a little before then.

Wollin informed the Committee that the DARE car scheduled to be auctioned off this year was given to the Sheriff's Office by the Milwaukee County Sheriff's Department and could go towards the K-9 carryover account. Wollin stated that he would need to look into the additional costs for a second K-9 unit to see where they would be with funds. **Motion by James to use the monies from the sale of the DARE car for the K-9 unit, seconded by Edwards. All in favor, motion carried unanimously.**

Miller requested a copy of the old job description for the Jail Captain position to be able to compare it to the updated one. Approval of the updated job descriptions will be moved to next month as the Committee would like more time to review them.

Chief Deputy Fahrenkrug – Present

Monthly revenue and expense reports for April 2013 were provided to the committee. There were no questions at this time. Fahrenkrug reported that the animal control officer dealt with one cat in April. Hours worked in April were exactly the same as this time last year even with the seven additional dog pickups. The Committee would like a listing of where the dogs are being picked up so they are able to see where the problem areas are. Fahrenkrug stated he would look into getting this information for them in the future.

Motion by James to approve vouchers and monthly expense reports as presented, seconded by Eggebrecht. All in favor, motion carried unanimously.

Identify upcoming agenda items: Discuss contracts for tissue donation banks and Discuss and/or act on updating Sheriff's Office job descriptions.

Set next monthly meeting date as June 12th at 9:00 a.m.

Motion by Edwards to adjourn, seconded by Eggebrecht. All in favor, motion carried unanimously. Meeting adjourned at 11:57 a.m.

These minutes have not been approved by Public Safety & Judiciary Committee.

Respectfully Submitted,

Carol A. Collins
Recording Secretary

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
(608)-339-4226 (608)-339-3808
P.O. BOX 187 -- FRIENDSHIP, WI 53934

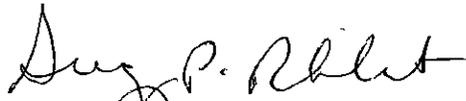
ADAMS COUNTY SURVEYOR'S REPORT # 474

Report for the month of May, 2013

The 2103 Government Corner Maintenance Project is continuing. We are nearing completion of the fieldwork in Preston and have completed about a quarter of the fieldwork Big Flats.

I continue to respond to queries and perform the duties of my office.

Respectfully Submitted;



Gregory P. Rhinehart,
Adams County Surveyor

6/11/2013

ADAMS COUNTY SURVEYOR'S OFFICE
GREGORY P. RHINEHART, COUNTY SURVEYOR
P.O. BOX 187, FRIENDSHIP, WI 53934
(608) 339-4226

SUMMARY OF ACCOUNTS 2013

	<u>RETAINER</u>	<u>PROJECTS</u>	<u>MISCELLANEOUS</u>
Budget	\$3,900.00	\$25,500.00	\$ 300.00
JANUARY	325.00		100.00
Balance	\$3,575.00	\$25,500.00	\$ 200.00
FEBRUARY	325.00		
Balance	\$3,250.00	\$25,500.00	\$ 200.00
MARCH	325.00	6,977.15	
Balance	\$2,925.00	\$18,522.85	\$ 200.00
APRIL	325.00		
Balance	\$2,600.00	\$18,522.85	\$ 200.00
MAY	325.00	4,158.67	
Balance	\$2,275.00	\$14,364.18	\$ 200.00
JUNE			
Balance			
JULY			
Balance			
AUGUST			
Balance			
SEPTEMBER			
Balance			
OCTOBER			
Balance			
NOVEMBER			
Balance			
DECEMBER			
Balance	\$		
Grand Total	\$ 0.00	\$ 0.00	\$ 0.00



Extension Committee
Minutes of Meeting
February 12, 2013 @ 1:00PM
Adams County Community Center
569 N. Cedar Street, Extension Conference Room 103
Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:02 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.

2. **Roll Call: Board Members:** Jack Allen, Glenn Licitar, Joe Stuchlak, Rocky Gilner and Florence Johnson – Present.

SaYI Member: Stacey Feldner – Present.

Extension Staff: Don Genrich, Mary Ann Schilling, Jennifer Swensen and Linda Arneson - Present
Theresa Wimann – Excused

3. **Welcome to New Committee Member, Rocky Gilner:** Welcome and introductions

4.

5. **Was the Meeting Properly Announced:** Yes

6. **Agenda Approval:** Motion by Licitar and Second by Stuchlak to approve agenda. Motion carried.

7. **Approve Minutes:** Motion by Stuchlak Second by Allen to accept minutes of the Extension Committee Meeting of January 8, 2013 with correction in spelling of Stacey Feldner's name. Motion carried.

8. **Public Participation:** None

9. **Communication:**

10. **Items for Action or Discussion:**

a) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann:** Committee discussed the monthly reports. Motion by Allen Second by Licitar to place Monthly Reports on file. Motion carried.

b) **Review Calendars of Extension Education Staff:** Committee reviewed January calendars for all education staff.

c) **Review Check Summary and Financial Statement for December 2012 and January 2013:** December 2012 and January 2013 Check Summaries and Financial Statements were reviewed. Motion by Allen Second by Stuchlak to place December 2012 and January 2013 Check Summaries and Financial Statements on file. Motion carried.

- d) Drainage Board Appointment: Genrich advised Committee that Kenneth Crothers had been appointed by Judge Pollex to replace Marty Klish on the Drainage Board.
- e) Support Staff Positions: Genrich advised that Finance Committee had approved the transfer of funds to the Extension 2013 Budget to cover the cost of a Family Health Care Plan.

Note: Mary Ann Schilling left the meeting for a scheduled conference call at 1:55 p.m.

- f) WACEC North-Central Region Conference Report: Genrich and Swensen gave a report on the conference. It was well attended and informative.
- g) State WACEC Conference: Information on the State WACEC conference was distributed to all committee members. The Conference will be held in Madison April 8-10, 2013. Committee Members need to let Linda Arneson know by March 4th if they plan to attend.

11. Set Next Meeting Date: Next regular meeting will be March 12, 2013 at 1:00 p.m. at the Adams County Community Center.

12. Agenda Items for Next Meeting:

- Out-of-State Travel - Swensen
- WACEC State Conference
- Tree Planting at Community Center

13. Adjourn: Motion by Allen and Second by Stuchlak to adjourn. Motion carried. Meeting adjourned at 2:30 p.m.


Minutes taken by
Linda Arneson
Clerk/Bookkeeper
UW-Extension, Adams County


Jack Allen, Committee Secretary

These minutes have not been approved by the Extension Committee.



Extension Committee
Minutes of Meeting
May 14, 2013 @ 1:00PM
Adams County Community Center
569 N. Cedar Street, Room 103
Adams, WI 53910

1. **Call to Order:** Meeting was called to order at 1:03 p.m. in Room 103, Adams County Community Center by Committee Chair, Florence Johnson.
2. **Roll Call: Board Members:** Glenn Licitar, Joe Stuchlak, Rocky Gilner, Jack Allen and Florence Johnson – Present
SaYI Member: Stacey Feldner – Present
Extension Staff: Don Genrich, Theresa Wimann, Linda Arneson – Present. Mary Ann Schilling and Jennifer Swensen – Excused.
3. **Was the Meeting Properly Announced:** Yes
4. **Agenda Approval:** Motion by Licitar and Second by Stuchlak to approve agenda. Motion carried.
5. **Approve Minutes:** Motion by Gilner and Second by Allen to accept minutes of the Extension Committee Meeting of April 9, 2013 Motion carried.
6. **Public Participation:** None
7. **Communication:** None
8. **Items for Action or Discussion:**
 - a) **Honey Bees:** Mr. Schwabe was unable to attend meeting.
 - b) **Review and Place on File Monthly Reports of Donald Genrich, Jennifer Swensen, Mary Ann Schilling and Theresa Wimann:** Committee discussed the monthly reports. Motion by Allen Second by Stuchlak to place monthly Reports on file. Motion carried.
 - c) **Review Calendars of Extension Education Staff:** Committee reviewed February calendars for all education staff.
 - d) **Review Check Summary and Financial Statement for April 2013:** Check Summary and financial Statement for April 2013 were reviewed. Motion by Stuchlak Second by Licitar to place April 2013 Check Summaries and Financial Statements on file. Motion carried.

- e) WACEC Report - Johnson: Johnson gave a brief report on the WACEC conference and showed the certificate she received for serving as a members of the Adams County Extension Committee for 15 years.
- f) Report on PILD Conference - Schilling: Schilling not available. Will place on June Agenda.
- g) Report on Leadership Programs in other Wisconsin Counties: Genrich gave a report on the responses received from other Wisconsin Counties on how employee participation in Leadership programs is handled. Motion by Allen Second by Stuchlak for Extension to draft a Resolution stating that starting in 2014 county employees will not have to take vacation time to participate in the Leadership program – this will be considered work time (not to exceed normally scheduled hours); tuition fees will be paid by the employee; Department Heads will need to give approval for any employee participating in the Leadership program. This Resolution is to be presented to the Extension Committee for approval in June 2013 and forwarded to the Administrative and Finance Committee. Motion carried.
- h) Mapping Nitrate Levels: At the April Extension Committee Meeting Allen asked that Extension talk about Mapping Nitrate Levels in Adams County at the May meeting. Genrich reported that the Minnesota Department of Agriculture published a report in January 2012 titled “Central Sands Private Well Network 2011 Current Nitrate Conditions Summary”. This report can be used as a blue print for how Adams County can map our nitrate levels. After discussion it was decided that Extension, Land & Water and Public Health should be involved. Motion by Allen Second by Licitar for Genrich to set up a meeting with Murphy from Land & Water, Grosshuesch from Public Health, along with Allen and Stuchlak to discuss the mapping of nitrate levels in Adams County. Motion carried.
- i) Community Center:
- Genrich presented three landscaping plans for the Community Center. These plans were completed by seniors in the Landscape Design Program at the Western Wisconsin Technical College – LaCrosse.
 - Genrich and Allen reported on a meeting held with Wavrunek (Library) and Richards (ADRC) regarding storage and other issues with the Community Center. Progress was made and the three Department Heads – Genrich, Richards and Wavrunek will continue to meet on a monthly basis.
9. Set Next Meeting Date: Next regular meeting will be June 11, 2013 at 1:00 p.m. at the Adams County Community Center.
10. Agenda Items for Next Meeting:
- Resolution - Adams County Leadership
 - Mapping Nitrate Levels
 - Manure Irrigation Workshop Report -- Genrich
 - Community Center
 - PILD Report - Schilling

11. **Adjourn:** Motion by Gilner and Second by Allen to adjourn. Motion carried. Meeting adjourned at 3:00 p.m.

Minutes taken by
Linda Arneson
Clerk/Bookkeeper
UW-Extension, Adams County

Jack Allen, Committee Secretary

These minutes have not been approved by the Extension Committee.